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ABSTRACT

This curriculum guide for Immigration Reform and Control Act (IRCA) English as a Second Language (ESL) programs lists competencies and resources for ESL and Civics instruction. Section A provides IRCA competency statements for beginning and intermediate levels of ESL instruction which integrate ESL and Civics competencies. The competencies in the IRCA list were selected from the complete set of competencies compiled by the Comprehensive Adult Student Assessment System (CASAS) and are organized into the following categories: Basic Communication, Consumer Economics, Community Resources, Health, Occupational Knowledge, and Government and Law. Using the same categories, section B lists general competencies for ESL/Civics instruction selected from the CASAS list. Section C contains the IRCA Curriculum Index and Matrix, which links specific adult curricula and instructional materials to the ESL/Civics competencies. Section D provides a bibliography of citizenship materials and resources, and video materials considered by CASAS consortium members to be appropriate for IRCA programs. Section E presents a list of seven organizations that can serve as resources in teacher training. Finally, section F indicates the skill levels and possible program placements corresponding to CASAS scores. (JMC)

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CURRICULUM GUIDE
and
INDEX and MATRIX

For IRCA ESL Programs

CASAS

**Comprehensive
Adult Student
Assessment
System**

September, 1989 Edition

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CASAS

IRCA CURRICULUM GUIDE
and
INDEX AND MATRIX

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The competencies in the IRCA list are selected from the complete CASAS Competency List and organized according to the CASAS life skill content areas of Basic Communication, Consumer Economics, Community Resources, Health, Occupational Knowledge and Government and Law. The three digit code numbers after each competency statement in the list link the statements to the CASAS Competency List found in Section B.

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A chart containing CASAS Scale Score ranges and brief descriptions of ESL Levels A, B, and C are included in this packet. This chart may be useful for program staff in selecting appropriate competencies for ESL/Civics classes.

SECTION A

IRCA Competency Statements for ESL Beginning - Level A and Intermediate - Level B

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0. BASIC COMMUNICATION

Topic Area: Social Language

LEVEL A - BEGINNING

		CASAS COMPETENCY NUMBER
Level A - 1		
1.	Introduce oneself (I'm Ann.).	0.1.3.*
2.	Give and respond to simple greetings and farewells (Hello. How are you? Fine. See you later.).	0.1.3.*
3.	Use and respond to polite expressions (Thank you. You're welcome.).	0.1.3.*
4.	Excuse oneself politely (I'm sorry.).	0.1.3.*, 0.1.4.*
5.	State weather conditions (It's cold.).	0.1.3.*
Level A - 2		
1.	Respond to common gestures such as handshaking and headshaking to indicate yes/no, beckoning, etc.	0.1.1.*
2.	Ask for assistance in simple terms (Can you help me?).	0.1.2.*
3.	Respond to simple questions about another person's name and background ([Who's that?] José. [Where's he from?] Mexico.).	0.1.3.*
4.	Respond to simple questions about daily activities and weekly routines (What time do you stop working? "5:00.").	0.1.3.*
5.	Respond to simple questions about the weather.	0.1.3.*
6.	State ownership and respond to questions about ownership (Is that your pen?).	0.1.3.*
7.	Give reasons for lateness or absence from school or an appointment in simple terms.	0.1.4.*, 0.1.5.*, 4.4.1.
8.	Respond to classroom directions and ask for classroom materials.	0.1.5.*

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0. BASIC COMMUNICATION

Topic Area: Social Language

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 3	
1. Respond to questions about activities in the past.	0.1.3.*
2. Ask simple questions about another person's name and background.	0.1.3.*
3. Distinguish Wh-questions from yes/no questions and respond appropriately.	0.1.3.*
4. Interpret questions formed from statements with rising intonation (You're from Guatemala?).	0.1.3.*
5. Respond to common polite requests. ([Please move to the back of the bus.]).	0.1.3.*
6. Follow simple oral instructions.	0.1.2.*, 0.1.3.*
7. Apologize for a mistake.	0.1.4. *
8. Express forgetfulness.	0.1.4. *
9. Compliment someone/respond to a compliment.	0.1.4. *

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0. BASIC COMMUNICATION

Topic Area: Social Language

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 4	
1. Respond to questions about personal background, weekend plans, recent experiences, weather, traffic, etc. ([What are you going to do this weekend?] "I'm going to a soccer game.").	0.1.3.*
2. Respond to and use simple body language and gestures (crossing fingers for good luck, shrugging shoulders).	0.1.1.*
3. Ask about and describe one's activities in the recent past (What did you do last weekend?).	0.1.3.*
4. Inquire about and describe an activity in the future.	0.1.3.*
5. Tell simply about the journey from the native country to the U.S.	0.1.3.*
6. Describe major events in one's life and the duration of of each (I went to school for 16 years.).	0.1.3.*
7. Follow two- or three-step instructions.	0.1.2.*, 0.1.3.*

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0. BASIC COMMUNICATION

Topic Area: Social Language

LEVEL B - INTERMEDIATE

Level B - 5	CASAS COMPETENCY NUMBER
1. Engage in casual "small talk" on familiar subjects.	0.1.3.*
2. Ask about the appropriateness of actions according to customs/culture in the U.S. (Is it all right to smoke here?).	0.1.1.*, 0.1.3.*
3. Answer questions about differences between the native country and the U.S. in simple terms (In this country, my wife works. I take care of my children.).	0.1.3.*
4. Discuss and compare personal choices and effects of these choices in the U.S. and the native country (homemaker, career, education.).	0.1.3.*
5. Engage in problem solving in a variety of areas by stating the problem, asking for advice and giving advice.	0.1.2.,*, 0.1.3.*, 0.1.4.*
6. Report what someone said or asked.	0.1.3.*
7. Apologize for being late to an appointment.	0.1.4.*
8. Offer assistance (I'm going to the supermarket. Can I get anything for you?).	0.1.2.*, 0.1.4.*
9. Engage in a variety of language functions including, but not limited to, apologizing, complimenting, congratulating, complaining, disagreeing, and expressing pleasure, sympathy, disappointment and regret.	0.1.4.*

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0. BASIC COMMUNICATION

Topic Area: Personal Identification

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Identify and present personal I.D. document on request, (e. g., driver's license, passport, school I.D., I688).	0.2.1.*
2. Identify self (first/last name, address, telephone number, birthdate, birthplace, age and marital status).	0.2.1.*
3. Spell own name and address.	0.2.1.*, 0.3.1.*
4. Indicate which of own names are first, last, and middle.	0.2.2.*, 0.3.1.* , 4.1.2.
5. Copy basic personal information (name, Social Security number, age, address) on a simplified form.	4.1.2.
6. State ability to speak a language other than English (I speak Spanish.).	0.2.1.*
7. Identify immediate family members.	0.2.1.*
Level A - 2	
1. State, read and write basic personal information including name, relationship, and age of family members.	0.2.1.*
2. Spell own name, country of origin, and address when requested.	0.2.1.*, 0.3.1.*
3. Respond to questions about own country or ethnic group (Are you Hispanic?).	0.2.1.*
4. Respond to questions about own ability to speak, read, and write English and any other languages.	0.2.1.*
5. Respond to requests for the name of family members and familiar people (Who's your doctor?).	0.2.1.*
6. State the number of years of previous education or study of English.	0.2.1.*

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0. BASIC COMMUNICATION

Topic Area: Personal Identification

LEVEL A - BEGINNING

Level A - 3	**CASAS COMPETENCY NUMBER**
1. State or write own physical characteristics (height, weight, color of eyes, etc.).	0.2.1.*
2. Fill out a simple form, including name, address, age, signature, country of origin, birth place, marital status, sex, title (Mr., Mrs., Ms.), citizenship, maiden name, ethnic group.	4.1.2.
3. State or write the name, relationship, and age of family members.	0.2.1.*
4. Provide information about an individual or agency (teacher, sponsor, doctor, employer, case worker), including the name, address, and telephone number.	0.2.1.*

LEVEL B - INTERMEDIATE

Levels B - 4 and B - 5	
Review and reinforce competencies in Levels A -1, A - 2, and A - 3.	

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0. BASIC COMMUNICATION

Topic Area: Clarification

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Express lack of understanding.	0.3.1.*
2. Ask someone to repeat/speak slowly.	0.3.1.*
3. Repeat something when asked to do so.	0.3.1.*
Level A - 2	
1. State a need for an interpreter (I don't speak English.).	0.3.1.*
Level A - 3	
1. Ask for information or clarification using basic "Wh-" words (Who, Where, etc.).	0.3.1.*
2. Give clarification in response to basic questions.	0.3.1.*

LEVEL B - INTERMEDIATE

Level B - 4	
1. Ask for clarification using a partial question with appropriate gestures (Go to Room 4. Go to ...?).	0.3.1.*
2. Spell or write for purposes of clarification.	0.3.1.*
3. Repeat instructions to verify comprehension ([Go to Room 4.] "Room 4?").	0.3.1.*
LEVEL B - 5	
1. Identify which part of instructions or an explanation was not understood (I don't understand what to do after I put these away.).	0.3.1.*
2. Ask for clarification by giving alternatives (Fifteen or fifty?).	0.3.1.*
3. Rephrase one's own explanation/statement. ([He's not here.] What? [He's out.]).	0.3.1.*

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1. CONSUMER ECONOMICS

Topic Area: Money

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Identify coins and bills by name and value (dime = 10 cents).	1.1.0., 1.1.6.
2. Use money correctly to pay the total amount requested orally and count the change received.	1.1.0., 1.1.6.
3. Identify checks and money orders.	1.8.0., 1.8.2.
4. Provide proper ID upon request to cash a check or money order ([May I see some identification?]).	1.8.0., 1.8.2.
Level A - 2	
1. Ask to cash a check or money order (Can I cash this check?).	1.8.0., 1.8.1., 1.8.2.
2. Read money amounts on tags, signs or checks.	1.1.6.
Level A - 3	
1. Buy and fill out a money order, including date, amount, name of addressee, own name, and signature.	1.8.0., 1.8.2.
2. Write a check.	1.8.1.

LEVEL B - INTERMEDIATE

Levels B - 4 and B - 5	
Review and reinforce competencies from Levels A - 1, A - 2, and A - 3.	

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1. CONSUMER ECONOMICS

Topic Area: Shopping

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Read common signs (SALE, IN, OUT, UP, DOWN).	1.2.0., 1.3.7., 2.5.4.
2. Ask the price of food, clothing or other items in a store (How much is this coat?).	1.3.3.*
Level A - 2	
1. Differentiate sizes by reading tags (S, M, or L; 8, 10, or 12).	1.1.9.
2. Read abbreviations for common weights and measures in a supermarket (LB; QT).	1.1.7.
3. Ask about and read signs for store hours (OPEN; CLOSED; SAT. 9 A.M. - 12 P.M.).	1.3.7., 2.5.4.
4. Read expiration dates (EXP. 4/4/84; SELL BY 4/8/82).	1.2.1., 1.6.1., 3.5.1.
5. Order and pay for food at a fast food restaurant (A hamburger and a coke, please).	2.6.4.
Level A - 3	
1. Respond to cashier's questions concerning means of payment ([Cash or charge?] Cash).	1.3.3.*
2. Request a different size or price (Do you have a bigger one?).	1.1.9.

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1. CONSUMER ECONOMICS

Topic Area: Shopping

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 4	
1. Express a need to return/exchange merchandise and state satisfaction/dissatisfaction with an item in terms of color, size, fit, etc. (This is too big.).	1.6.3.
2. Read supermarket/department store newspaper ads or use coupons for comparative shopping (FLORIDA ORANGES, 5 LB. BAG $ 1.79).	1.2.1., 1.2.2., 1.3.5.
3. Read a variety of store signs indicating sales or special prices (REDUCED; TODAY ONLY; DISCOUNT).	1.3.3.*, 1.3.7., 2.5.4.
Level B - 5	
1. Read names of different types of stores (HARDWARE; CLEANERS).	1.3.7., 2.5.4.

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2. COMMUNITY RESOURCES

Topic Area: Telephone

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Read and dial a list of important telephone numbers (911).	2.1.0., 2.1.2., 2.1.8.*
2. Identify oneself when calling or answering the telephone.	2.1.8.*
3. Request to speak to someone on the telephone.	2.1.8.*
4. Express inability to speak English on the telephone.	0.3.1.*, 2.1.2., 2.1.8.*
5. Use a pay telephone to make a local call.	2.1.6.
Level A - 2 and Level A - 3	
Review and reinforce competencies from Level A - 1.	

LEVEL B - INTERMEDIATE

Level B - 4	
1. When answering the telephone, locate the person requested or indicate the person is not there, and take the name and telephone number of the caller when necessary ("Yohanis isn't here.").	2.1.0., 2.1.7., 2.1.8.*
2. Respond appropriately when making or receiving a wrong number call ("I'm sorry you have the wrong number.").	2.1.8.*
3. Make a long-distance call by direct dialing, or with the help of an operator.	2.1.8.*
4. Interpret information from recorded telephone messages (office hours, schedules, etc.).	2.1.7., 2.5.0.
Level B - 5	
1. Ask for information and have short conversations on the phone.	2.1.8.*
2. Take a short telephone message (Dr. Smith called. Call him back at 10:00).	2.1.7.
3. Respond appropriately to telephone answering machines and recorded messages; leave name and telephone number and short message.)	2.1.7., 2.5.0.
4. Use the telephone book to obtain information and telephone numbers.	2.1.1.

2. COMMUNITY RESOURCES

Topic Area: Transportation

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Ask the amount of local bus or train fares (How much is a bus# ticket?).	2.2.3.
2. Read basic street signs (STOP, WALK, DON'T WALK, BUS STOP).	2.2.2.
Level A - 2	
1. Ask for a bus, train or plane destination (Where does this bus go?)	2.2.3.
2. Read signs indicating bus/train destinations and street names (MAIN STREET).	2.2.2.
Level A - 3	
1. Respond to and ask basic questions about one's own and other's departure/arrival (When are you leaving?).	2.2.3., 2.3.1.
2. Read common traffic and pedestrian signs (ONE WAY; KEEP RIGHT; NO PARKING).	2.2.2.

LEVEL B - INTERMEDIATE

Level B - 4	
1. Discuss procedures necessary to obtain a driver's license.	1.9.2.
2. Ask where a bus /train is going, which buses/trains stop a given location, and when or where to get off (Which bus stops at Main Street?).	2.2.1., 2.2.2., 2.2.3., 2.2.4., 2.2.5.
3. Interpret arrival/departure information board in an airport, bus or train station.	2.2.2., 2.2.4., 2.3.1.
Level B - 5	
1. Read printed bus/train schedules.	2.2.4.
2. Interpret basic information about automobile insurance.	1.9.8.

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2. COMMUNITY RESOURCES

Topic Area: Directions

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Read, say, and copy numbers as used on streets and buildings.	2.2.1., 2.5.4.
2. Ask for directions (Where's the ______________?).	2.2.1.
3. Ask for location of common places within a building (Where's the bathroom, trash, Room #35).	2.2.1.
4. Respond to simple directions (Go up/down, turn right/ left).	2.2.1., 2.5.4.
Level A - 2	
1. State the location of own residence by giving the address and nearest cross streets, or by referring to familiar landmarks (I live near University Hospital.).	2.2.1.
2. Request clarification by repeating directions (Turn left?).	2.2.1.
Level A - 3	
1. Give simple directions (turn right, turn left, go straight) in a building and on the street.	2.2.1.
2. Respond to simple directions to a place which includes street names, familiar landmarks, number of blocks, etc.	2.2.1.

LEVEL B - INTERMEDIATE

Level B - 4	
Review and reinforce competencies from Levels A -1, 2, & 3.	
Level B - 5	
1. Follow and give multiple-step directions to specific places within a building (Go to the second floor and turn right. It's the third door on the left.).	2.2.1.
2. Obtain an address over the telephone and write down directions for getting there.	2.2.1., 2.1.7., 2.1.8.*
3. Use a city map with an index of streets to locate a particular street or a point of interest.	1.1.3., 2.2.1.

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2. COMMUNITY RESOURCES

Topic Area: Post Office

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Ask for and purchase stamps (Two airmail stamps, please).	2.4.4.*
Level A - 2	
1. Address a letter and package correctly.	2.4.1.
Level A - 3	
1. Purchase a money order and fill out the form.	2.4.6.

LEVEL B - INTERMEDIATE

Level B - 4	
1. Fill out a change of address form.	2.4.3.
2. State the desire to weigh, register or insure a package or letter.	2.4.0., 2.4.2.
Level B - 5	
Review and reinforce competencies from Levels A - 2, A - 3 and B - 4.	

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2. COMMUNITY RESOURCES

Topic Area: Time

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Identify parts of the day (morning, afternoon, evening, night.).	2.3.0., 2.3.1.
2. Ask and answer basic questions about time such as days, current months, yesterday/today/tomorrow ([What month is it?] "February.").	2.3.0., 2.3.2.
3. Read clock time on the hour and half-hour and write digital time.	2.3.1.
4. Read the days of the week.	2.3.2.
Level A - 2	
1. Respond to questions about time (i.e., next month, last month, this month, next year, etc.).	2.3.0., 2.3.1.
2. Read time expressed in digital terms (10:23 a.m.).	2.3.1.
3. Name and read all the days of the week and the months of the year and their abbreviations.	2.3.2.
4. Read and write dates when expressed in numbers; read and write months when expressed in words (5/10/82; May 10, 1982).	2.3.2.
5. Make an appointment in person; read the time and date on an appointment card or letter.	2.3.3.*, 3.1.2.
Level A - 3	
1. Ask about and give dates when asked.	2.3.0., 2.3.2.
2. Write the date as requested on a variety of forms.	2.3.2., 2.5.0., 4.1.2.
3. Ask and answer questions about time in the present, past and future using general time phrases.	2.3.0.
4. Read and write clock time (A quarter after ten = 10:15).	2.3.1.

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2. COMMUNITY RESOURCES

Topic Area: Time

LEVEL B - INTERMEDIATE

Level B - 4 and Level B - 5	**CASAS COMPETENCY NUMBER**
1. Make an appointment on the phone; write down the name, address, room number, and time.	2.1.8.*, 2.3.3.*, 3.1.2.

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2. COMMUNITY RESOURCES

Topic Area: Community Services

LEVEL A - BEGINNING

LEVEL A - BEGINNING	CASAS COMPETENCY NUMBER
Level A - 1	
1. Read, say and dial telephone numbers of emergency services (911).	2.1.0., 2.1.8.*, 2.5.1.
2. Report an emergency by dialing 911 and asking for help (ambulance, police).	2.1.8.*, 2.5.1.
3. Read common signs and emergency words (DANGER).	2.5.4.
4. Ask the location of essential service agencies (community clinics, relevant social service agencies).	2.5.1., 2.5.3., 2.5.5., 2.5.9.
5. Respond to simple instructions in interviews and similar situations (Sit down.).	2.5.0., 4.1.5.
6. Respond to basic information questions about school enrollment of self and family (What school? What grade?).	0.2.2.*, 2.5.0., 2.5.5.
Level A - 2	
Review and reinforce competencies from Level A - 1.	
Level A - 3	
1. Ask and answer questions about the name of own or child's school, teacher, class, room and time.	0.2.2.*, 2.5.0., 2.5.5.
2. Identify the grade level system in American schools (3rd grade, elementary school).	2.5.5.
3. Identify and ask about location of community services (child care, health clinics, social services, recreation centers, etc.).	2.5.1., 2.5.3., 2.5.5., 2.5.9., 3.1.3.

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2. COMMUNITY RESOURCES

Topic Area: Community Services

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 4	
1. Identify and locate 5-7 public agencies and discuss the services available through each (educational centers, training, child care, legal aid, etc.).	2.5.1, 2.5.3., 2.5.5., 2.5.9.
2. Identify key government agencies and the services they provide (Social Security, Medi-CARE, State Job Development office, etc.).	2.5.2.
Level B - 5	
1. Identify 5-10 public agencies in the community. Look them up in the telephone book. Discuss the services available through each (Legal Aid, Renter's Assistance, vocational training centers, alcohol and drug counseling, public housing, etc.).	2.1.1., 2.5.1., 2.5.2., 2.5.3., 2.5.5., 4.1.4., 5.3.2.
2. Inquire about adult basic education programs, vocational programs, job placement programs, public housing programs, etc.	2.5.5., 4.1.4.
3. Interpret information about adult education courses from catalogs (courses offered, when, where, fees, prerequisites).	2.5.5., 4.1.4.
4. Interpret written communications from INS.	5.3.6.

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3. HEALTH

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Identify oneself and one's appointment time or the name of the person to see upon arrival at an office.	3.1.0., 3.1.2.
2. State own and others' illnesses or injuries (He has a broken arm. I have a sore throat.).	3.1.1.
Level A - 2	
1. Make a medical or dental appointment in person.	3.1.2., 3.2.0.
2. Read time and date for an appointment from an appointment card (Thursday, December 16 at 3:00 p.m.).	2.3.3.*, 3.2.0.
Level A - 3	
Review and reinforce competencies from Level A - 1.	

LEVEL B - INTERMEDIATE

Level B - 4	
1. Respond to simple questions about physical condition or disability (Do you have any health problems? I have allergies.).	3.1.0., 3.1.1.
2. Fill out a simple health history form. Describe major illnesses, operations in the past.	3.1.1., 3.2.1.
3. Locate and discuss the function of basic medical and health service facilities in the community (public health centers, mental health center, hospitals, etc.).	3.1.3., 3.5.8., 3.5.9.
Level B - 5	
1. Make a medical or dental appointment on the phone.	2.1.8., 3.1.2., 3.2.0.
2. Describe general medical history orally, including names of major illnesses. (I had hepatitis in 1980.)	3.1.1.
3. Describe an accident.	4.3.4.

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4. OCCUPATIONAL KNOWLEDGE

Topic Area: Getting a Job

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. State previous job(s) in simple terms. (Truck driver.)	4.1.0., 4.1.5.
2. State own job skills in simple terms (I can drive a truck.).	4.1.2., 4.1.5.
Level A - 2	
1. Complete a basic employment form (name, address, telephone, Social Security number, date of birth, place of birth, age, gender, marital status).	4.1.2.
Level A - 3	
1. Respond to specific questions about previous work experience using short phrases, including occupation (s), length, and dates of employment (What was your job? "Cook." How long? "Ten years.").	4.1.5.
2. Describe one's job history in chronological order.	4.1.5.

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4. OCCUPATIONAL KNOWLEDGE

Topic Area: Getting a Job

LEVEL B - INTERMEDIATE

Level B - 4	**CASAS COMPETENCY NUMBER**
1. Call and make an appointment for an interview.	2.1.8.*, 4.1.0.
2. Read signs and notices posted at an agency; ask for clarification if necessary.	0.3.1.*, 4.3.1., 4.4.5.
3. Identify appropriate clothing and grooming for interview and job.	0.1.1.*, 4.1.6., 4.1.7.
4. Complete a variety of job application forms.	0.2.1.*, 4.1.2.
5. Describe previous work experience, job skills, qualifications and training, and provide information about references (I can fix trucks. I have a lot of experience.).	0.2.2.*, 4.1.0., 4.1.5., 4.1.6.
6. Answer basic questions about educational background, including dates and location(s) (by country) (What's your educational background? I finished high school in Iraq in 1970.).	0.2.2.*, 4.1.0., 4.1.5.
7. Inquire about training opportunities (prerequisites, starting and ending dates, fees, salary, benefits, etc.).	4.1.5., 4.1.8., 4.4.2.
8. Complete a social security application form.	0.2.1.*, 4.1.1.
Level B - 5	
1. Make an appointment for an interview; write down the name, address, and room number of the interviewer and the time of the interview.	2.3.3.*, 4.1.5.
2. Begin and end an interview appropriately.	0.2.2.*, 4.1.5., 4.1.6.
3. Answer basic questions commonly asked in oral interviews.	0.2.2.*, 4.1.5., 4.1.6.

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4. OCCUPATIONAL KNOWLEDGE

Topic Area: On the Job

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
No competencies at this level.	
Level A - 2	
1. Follow simple one-step oral instructions (You can sit over there.).	0.1.3.*, 4.4.0.
Level A - 3	
1. Report on progress and completion of task (I'm finished.).	0.1.3.*, 4.4.0., 4.4.1.

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 4	
Review and reinforce competencies from Levels A - 2 and A - 3.	
Level B - 5	
1. Ask for permission to take a day for personal business, trade hours, leave early, etc.	0.1.4.*, 4.4.1.
2. Follow two-step oral instructions.	0.1.3.*, 4.4.0.,
3. Request a promotion.	4.4.1.

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5. GOVERNMENT AND LAW

Topic Area: Government

LEVEL A - BEGINNING

		CASAS COMPETENCY NUMBER
Level A - 1		
1.	Identify and locate the capital of the U.S. on a U.S. map.	5.5.0., 5.7.3.
2.	Identify and locate the state capital on a state map.	5.5.0., 5.7.3.
3.	Identify the number of states in the U.S.	5.5.0.
4.	Identify and locate your own state on a U.S. map	1.1.3., 5.5.0., 5.7.3.
5.	Identify and describe the U.S. flag (give colors, number of stars and stripes).	5.5.0.
6.	Name the president of the U.S.	5.5.0., 5.5.4.
7.	Identify the "Star-Spangled Banner."	5.5.0.
Level A - 2		
1.	Name the governor of your state.	5.5.0.
2.	Name the mayor of your city (if applicable).	5.5.0.
3.	Identify the Constitution as the supreme law of the land.	5.5.8.*

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5. GOVERNMENT AND LAW

Topic Area: Government

LEVEL A - BEGINNING

		CASAS COMPETENCY NUMBER
Level A - 3		
1.	State the process and basic requirements for becoming a permanent resident and/or U.S. citizen (appointment, interview, test, fingerprinting, etc.).	5.3.6.
2.	Respond to very basic oral and written questions when applying for permanent resident status or citizenship (What's your Alien Registration number?).	5.3.0., 5.3.6.
3.	Identify the three branches of government (executive, legislative, judicial).	5.5.2., 5.5.3., 5.5.4.
4.	Identify the two houses of Congress and name the branch in which they are located.	5.5.2.
5.	Name the branch of government in which the president and vice-president work.	5.5.4.
6.	Name the branch of government in which the Supreme Court works.	5.5.3.
7.	Name the two major political parties in the U.S.	5.1.4., 5.5.0.*
8.	Name the form of government in the U.S. (democracy).	5.5.0.*
9.	Identify three levels of government (e.g., federal, state, local).	5.5.0.*
10.	Name the two senators from your state in the U.S. Senate.	5.5.2.
11.	Name the congressman from your district in the House of Representatives.	5.5.0.*
12.	Locate key states on a U.S. map (e.g., California, Texas, New York).	1.1.3., 5.5.0.*, 5.7.3.

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5. GOVERNMENT AND LAW

Topic Area: Government

LEVEL B - INTERMEDIATE

	Level B - 4	**CASAS COMPETENCY NUMBER**
1.	Identify where to obtain legal help and information.	5.3.0., 5.3.1., 5.3.2., 5.3.6.
2.	Identify work permits ("green cards") and employment rules applying to aliens.	5.3.1., 5.3.6.
3.	State the basic privileges of permanent residence and citizenship and basic differences between them (e.g., ability to vote).	5.5.0.*, 5.3.6.
4.	Describe the qualifications for voting in the U.S. and the procedure for registering to vote.	5.1.1., 5.1.2.
5.	Identify the qualifications to become a president, vice-president, senator, congressman and Supreme Court judge.	5.5.3., 5.5.4.
6.	Give two examples of federal laws.	5.5.0., 5.5.2.
7.	Explain how a bill becomes a law in simple terms.	5.5.2.
8.	Identify/name the key people in a trial (judge, jury, lawyer, defendant.).	5.5.3.
9.	Identify the first ten amendments as the Bill of Rights and name four of them.	5.5.8.*
10.	Read the names of all the states in the U.S. and identify the general location of each (i.e., north, south, east, west).	5.7.3.
11.	Say the first line of the "Star-Spangled Banner."	5.5.0.*

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5. GOVERNMENT AND LAW

Topic Area: Government

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 5	
1. Interpret and respond appropriately to all the questions on the application forms for citizenship and amnesty.	5.3.6.
2. Discuss rules applying to working people (paying Social Security, taxes, etc.) and welfare recipients (reporting extra income, limits on cash savings, etc.).	5.3.0., 5.3.1.
3. Discuss an individual's rights when arrested.	5.3.0., 5.5.6.
4. Describe the three branches of government and their functions in general terms.	5.5.2., 5.5.3., 5.5.4.
5. Explain the role of the Cabinet and independent agencies in the Executive Branch in general terms and name one department in each.	5.5.4.
6. Explain the presidential election process in simple terms.	5.1.4.
7. Identify the three main principles of the Constitution (basic rights, government by the people, separation of powers).	5.5.8.*
8. Identify the Preamble to the Constitution.	5.5.8.*
9. Define an amendment and state three of the amendments from 11-26.	5.5.8.*
10. Describe the basic structure, functions, and services of your state and local government.	5.5.0., 5.5.2., 5.5.3., 5.5.4.
11. Compare federal and state functions and services.	5.5.7.
12. Say and interpret The Pledge of Allegiance.	5.3.6.
13. Describe the basic steps in a trial (arraignment, trial, jury, verdict, sentencing).	5.5.3.

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5. GOVERNMENT AND LAW

Topic Area: History

LEVEL A - BEGINNING

	CASAS COMPETENCY NUMBER
Level A - 1	
1. Identify July 4 as the birthday of the U.S.	5.2.1.* 5.5.0.*
Level A - 2	
1. State the date the Constitution was written.	5.2.1.*
2. Identify the first president of the U.S.	5.2.0.*, 5.2.1.*
Level A - 3	
1. Name two reasons why Europeans came to live in the "New World."	5.2.1.*, 5.2.2.*
2. Identify Columbus as the one who discovered America.	5.2.1.*, 5.2.2.*
3. Identify the first, third, and sixteenth presidents of the U.S. (Washington, Jefferson, and Lincoln).	5.2.0.*, 5.2.1.*
4. Identify the major historical holidays (Thanksgiving, Presidents' birthdays, July 4, Columbus Day, Memorial Day, Labor Day, etc.).	5.2.1.*, 5.5.0.*

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5. GOVERNMENT AND LAW

Topic Area: History

LEVEL B - INTERMEDIATE

	CASAS COMPETENCY NUMBER
Level B - 4	
1. Describe the U.S. flag and and its symbols (stars, stripes and colors).	5.2.1.*, 5.5.0.*
2. Identify the number of original colonies/states in the U.S. and name four of them.	5.2.1.*
3. State the purpose of the Declaration of Independence and the American Revolution.	5.2.1.*
4. Describe why the first, third and sixteenth presidents of the U.S. are important.	5.2.1.*
5. Identify the war fought between the North and South (1861-1865).	5.2.1.*
6. Identify the two countries that became major powers after World War II and state the term used to describe their relationship (Cold War).	5.2.1., 5.2.2.*
Level B - 5	
1. Discuss the significance of the major historical holidays (i.e., Thanksgiving, Presidents' birthdays, Martin Luther King Day, July 4, Columbus Day).	5.2.1.*
2. State two causes of the Civil War and the major result of the war.	5.2.1.*
3. Name one invention which helped to bring about industrialization.	5.2.1.*
4. Identify two countries that fought with and two others that fought against the U.S. in World War I and II.	5.2.1.*, 5.2.2.*
5. Identify the president during the Depression and World War II.	5.2.1.*
6. Identify one cause of the Depression.	5.2.1.*
7. Describe labor unions and state one reason they were formed.	5.2.1.*
8. Explain the significance of Pearl Harbor and Hiroshima in World War II.	5.2.1.*, 5.2.2.*
9. Name the movement during the 1950s and 1960s which worked for equality for minorities.	5.2.1.*

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SECTION B

CASAS IRCA Competency List

The CASAS IRCA Competency List contains selected competencies from the CASAS Competency List and addresses ESL and Civics Competencies

COMPETENCIES FOR ESL/CIVICS

SELECTED FROM THE CASAS COMPETENCY LIST *

0. BASIC COMMUNICATION

0.1. Social Language

0.1.0. Identify the correct picture or appropriate response from oral cues

0.1.1. Identify appropriate non-verbal behavior in a variety of situations (e.g., handshaking)

0.1.2. Identify and use expressions of basic needs (Can you help me?)

0.1.3. Identify and use appropriate language in general conversation

0.1.4. Identify and use a variety of affective language functions, including but not limited to apologizing, complimenting, congratulating, complaining, disagreeing, expressing pleasure, sympathy, disappointment and regret

0.1.5. Identify and demonstrate appropriate classroom behavior

0.2. Personal Identification

0.2.0 Identify the correct picture or appropriate response from oral cues

0.2.1. Identify and use appropriate responses to questions about personal information commonly requested in interviews and similar situations

0.3. Clarification

0.3.0 Identify the correct picture or appropriate response from oral cues

0.3.1. Clarify or request clarification

---

* These competency statements are **not** listed by program level.

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1. CONSUMER ECONOMICS

1.1. Use weights, measures, measurement scales, and money.

1.1.0. Identify the correct picture or appropriate response from oral cues

1.1.3. Interpret maps and graphs (see also 1.9.4., 2.2.1., and 2.2.5.)

1.1.4. Select, compute, or interpret appropriate standard measurement for length, width, perimeter, area, volume, height or weight

1.1.6. Count, convert, and use coins and currency and ($) and (.)

1.1.7. Interpret product container weight and volume

1.1.9. Interpret clothing and pattern sizes or use height and weight tables

1.2. Apply principles of comparison shopping in the selection of goods and services.

1.2.0. Identify the correct picture or appropriate response from oral cues

1.2.1. Interpret advertisements, labels, or charts to select goods and services

1.3. Understand methods and procedures used to purchase goods and services.

1.3.3. Identify and use different methods used to purchase goods and services

1.3.5. Use coupons to purchase goods and services

1.3.7. Interpret information or directions to locate consumer goods (see also 2.5.4.)

1.4. Understand methods and procedures to obtain housing and services and related maintenance.

1.4.2. Interpret classified ads and other information to locate housing

1.4.5. Interpret information about the rights of a renter and the rights of a landlord

1.6. Understand consumer protection laws and resources.

1.6.1. Interpret food packaging labels (see also 3.5.1.)

1.6.2. Identify consumer protection resources available when confronted with fraudulent tactics

1.6.3. Identify procedures the consumer can follow if merchandise is defective or inappropriate

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1.8. Use banking and financial services in the community.

1.8.0. Identify the correct picture or appropriate response from oral cues

1.8.1. Demonstrate the use of savings and checking accounts

1.8.2. Interpret the procedures and forms associated with banking services

1.9. Understand methods and procedures for the purchase and maintenance of an automobile and interpret driving regulations.

1.9.1. Interpret highway and freeway signs (see also 2.2.2.)

1.9.2. Identify regulations and procedures to obtain a driver's license

1.9.4. Interpret maps (see also 1.1.3., 2.2.1., 2.2.5.)

1.9.8. Interpret information about automobile insurance

2. COMMUNITY RESOURCES

2.1. Use the telephone and telephone book.

2.1.0. Identify the correct picture or appropriate response from oral cues

2.1.1. Use the telephone directory and related publications to locate information

2.1.2. Identify the procedures to locate emergency numbers and to place emergency calls

2.1.3. Interpret information about time-zones (see also 2.3.1.)

2.1.6. Interpret information about using a pay telephone

2.1.7. Use the telephone to make personal or business calls

2.1.8. Take telephone messages (see also 4.4.3.)

2.2. Understand how to locate and use different types of transportation and interpret related travel information.

2.2.1. Ask for, give, follow, or clarify directions (see also 1.1.3., 1.9.4., and 2.2.5.)

2.2.2. Recognize and use signs related to transportation (see also 1.9.1.)

2.2.3. Identify or use different types of transportation in the community

2.2.4. Interpret transportation schedules and fares

2.2.5. Use maps relating to travel needs (see also 1.1.3., 1.9.4., and 2.2.1.)

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2.3. **Understand concepts of time.**

- 2.3.0. Identify the correct picture or appropriate response from oral cues
- 2.3.1. Interpret clock time (see also 2.1.3.)
- 2.3.2. Identify the months of the year and the days of the week
- 2.3.3. Identify information necessary to make or keep appointments with community agencies (see also 3.1.2.)

2.4. **Use the services provided by the Post Office.**

- 2.4.0. Identify the correct picture or appropriate response from oral cues
- 2.4.1. Address letters and envelopes
- 2.4.2. Interpret postal rates and types of mailing services
- 2.4.3. Interpret postal service forms
- 2.4.4. Purchase stamps and other postal items and services
- 2.4.6. Interpret a postal money order form

2.5. **Use community agencies and services.**

- 2.5.0. Identify the correct picture or appropriate response from oral cues
- 2.5.1. Locate agencies that provide emergency help and how to effectively use them
- 2.5.2. Identify how and when to obtain social and governmental services such as low-income housing, Social Security and Medicare (see also 4.1.1.)
- 2.5.3. Locate medical and health facilities in the community
- 2.5.4. Read, interpret, and follow directions found on signs and directories (see also 1.3.7.)
- 2.5.5. Identify educational services and facilities and how to use them (see also 4.1.4.)
- 2.5.8. Interpret information found in newspapers, periodicals, business letters, pamphlets, and publications (see also 1.2.1., 1.4.2., and 4.1.3.)
- 2.5.9. Identify child care services in the community (see also 3.5.7.)
- (new) 2.5.10. Identify or use information necessary to make or keep appointments.

2.7. **Use resources for personal growth and awareness.**

- 2.7.2. Interpret information about ethnic groups, cultural groups, and language groups

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3. HEALTH

3.1. Understand common ailments and seek appropriate medical assistance.

3.1.0. Identify the correct picture or appropriate response from oral cues

3.1.1. Interpret information about illness, including description of symptoms and doctor's directions

3.1.2. Identify information about illness, including the description of symptoms and doctor's directions

3.1.3. Identify and locate appropriate health care professionals

3.2. Understand medical and dental forms and related information.

3.2.0. Identify the correct picture or appropriate response from oral cues

3.2.1. Fill out medical health history forms

3.2.2. Interpret immunization requirements

3.4. Understand basic health and safety procedures.

3.4.5. Recognize problems related to drugs, tobacco, and alcohol and identify where treatment may be obtained

3.5. Understand basic principles of health maintenance.

3.5.1. Interpret nutritional and related information listed on food labels (see also 1.6.1.)

3.5.7. Identify child rearing practices and community resources that assist in developing parenting skills (see also 2.5.9.)

3.5.8. Identify practices that promote mental well being

3.5.9. Identify practices that promote physical well being

4. OCCUPATIONAL KNOWLEDGE

4.1. Understand basic principles of getting a job.

4.1.0. Identify the correct picture or appropriate response from oral cues

4.1.1. Interpret governmental forms related to seeking work, such as applications for social security (see also 2.5.2.)

4.1.2. Interpret job applications, resumés, and letters of application

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4.1.3. Identify and use sources of information about job opportunities such as job descriptions and job ads

4.1.4. Identify and use information about training opportunities (see also 2.5.5.)

4.1.5. Recognize standards of behavior for job interviews and select appropriate questions and responses during job interviews

4.1.6. Interpret general work-related vocabulary (e.g., experience, swing shift)

4.1.7. Identify appropriate behavior and attitudes for getting a job

4.1.8. Identify appropriate skills and education for getting a job in various occupational areas

4.3. Understand safety standards and procedures in training programs and in the work place.

4.3.1. Interpret safety signs found in places of training, in employment, and in public buildings

4.3.4. Identify procedures for reporting training and job related hazards, accidents, injuries and damages

4.4. Understand materials and concepts related to job training, employment, keeping a job and getting a promotion.

4.4.0 Identify the correct picture or appropriate response from oral cues

4.4.1 Identify appropriate behavior, attitudes, and social interaction for keeping a job and getting a promotion

4.4.2. Identify appropriate skills and education for keeping a job and getting a promotion

4.4.3. Recognize and use occupational signs, charts, forms and written directions (see also 2.1.8.)

4.4.5. Interpret tasks related to clarifying, giving or providing feedback to instructions; and reacting to criticism

5. GOVERNMENT AND LAW

5.1. Understand voting and political process.

5.1.1. Identify voter qualifications

5.1.2. Interpret a voter registration form

5.1.3. Interpret a ballot

5.1.4. Interpret information about electoral politics

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5.1.5. Interpret information about special interest groups

5.1.6. Communicate one's opinions on a current issue

5.2. Understand historical information.

5.2.0. Identify the correct picture or appropriate response from oral cues

5.2.1. Interpret and/or provide information about U.S. History

5.2.2. Interpret and/or provide information about World History

5.3. Understand an individual's legal rights and responsibilities and procedures for obtaining legal advice.

5.3.0. Identify the correct picture or appropriate response from oral cues

5.3.1. Interpret common legal forms, rules, and ordinances

5.3.2. Identify procedures for obtaining legal advice

5.3.3. Interpret Small Claims Court procedures

5.3.6. Interpret information on establishing residency and/or obtaining citizenship

5.4. Understand the concepts of taxation.

5.4.1. Interpret income tax forms

5.4.2. Compute or define sales tax

5.5. Understand governmental activities.

5.5.0. Identify the correct picture or appropriate response from oral cues

5.5.2. Interpret information about legislative activities

5.5.3. Interpret information about judicial activities

5.5.4. Interpret information about executive activities

5.5.6. Interpret information about law-enforcement activities

5.5.7. Interpret information about local policy-making groups

5.5.8. Interpret U.S. historical documents

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5.6. **Understand civic responsibilities and activities.**

5.6.1. Interpret information on family, neighborhood, or community problems and their solutions

5.6.2. Interpret information about civic organizations and public service groups

5.7. **Understand environmental information and issues.**

5.7.3. Interpret geographic information

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SECTION C

IRCA Curriculum Index and Matrix

CASAS

IRCA CURRICULUM INDEX AND MATRIX

TABLE OF CONTENTS

OVERVIEW

The IRCA Curriculum Index and Matrix links specific adult curriculum for the ESL/Civics competencies selected from the CASAS Competency List. Materials were recommended and reviewed by CASAS Consortium members and are competency-based, appropriate for IRCA ESL/Civics programs. The IRCA Curriculum Index and Matrix consists of two sections: the Curriculum Index and the Matrix.

Curriculum Index - List of publishers and materials

The IRCA Curriculum Index lists publishers, their mailing addresses and materials included in the IRCA Curriculum Matrix. Each publication is assigned a letter (designating the publisher) and a number (designating a specific publication for that publisher) which is used for coding purposes in the Matrix section.

This is a sample page from the Curriculum Index.

The letter "A" indicates the publisher. In this case it is **Addison-Wesley Publishing**.

The number "2" here indicates the specific material. In this example it is Lifeskills and Citizenship.

A ADDISON-WESLEY PUBLISHING
South Street
Reading, MA 01867 (800) 223-3323 or (800) 447-2226

A1 ESL For Action - Problem Posing at Work. Auerbach, Elsa Roberts and Wallerstein, Nina. Reading, Massachusetts. 1987.

A2 Lifeskills and Citizenship. DeFilippo, Judy. Reading, Massachusetts. 1987.

B ALEMANY PRESS
A DIVISION OF JANUS BOOK PUBLISHERS, INC.
2501 Industrial Parkway West
Hayward, CA 94545 (800) 227-2375

B1 A Handbook for Citizenship. Revised Edition. Seely, Margaret. Hayward, California. 1989. Cassette available.

B2 The New Arrival: In the United States. Second Edition. Kuntz, Laurie. Hayward, California. 1988.

B3 Here to Stay in the USA. ESL/US Studies for Beginners. Maciel, Timothy, with Duffy, John. Hayward, California. 1990.

C COLLIER MACMILLAN
ESL/EFL Department
866 Third Avenue
New York, NY 10022 (609) 461-6500

C1 Stepping Out. A Teacher's Book of Real Life Situations. Bunn, Christine and Seymour, Sharon. New York, New York. 1989.

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Curriculum Matrix

The Curriculum Matrix links the information in the Index to the CASAS competencies. The letter and number designations (A-1, A-2, etc.) from the Index are on the top line to the right of "Publishers/Materials". The majority of the materials coded in the Matrix are appropriate for ESL (English as a Second Language) programs.

The level of instruction (for each material) is indicated by Pre A (orientation), A (beginning), B (intermediate), or C (advanced). The list of CASAS Competencies (three-digit code numbers) can be found in the left-hand column of each page and the specific chapter, unit, lesson or part numbers are coded into the Matrix to the right of each competency statement and under the appropriate publication.

Sample Section from IRCA Curriculum Matrix

Publisher

A = Addison-Wesley Publishing

Material

2 = Lifeskills and Citizenship

Program

ESL = English as a Second Language

Level

B/C = Intermediate/Advanced

Numbers in boxes refer to chapters, units, lessons or parts which pertain to a particular competency.

Unit 8 pertains to Competency 5.5.2.

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A
5.4.1.				Unit 18			
5.4.2.					Unit 18		
5.5.0.							Chpts. 14-17
5.5.2.		Unit 8	Pages 29, 30, 45				Chpt. 16
5.5.3.		Unit 8	Pages 36-38 50, 51				Chpt. 17
5.5.4.		Unit 8	Pages 32-35 48, 49				
5.5.6.		Unit 10					
5.5.7.			Page 54				
5.5.8.							Chpt. 17
5.6.1.		Unit 3					
5.6.2.		Unit 3					

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IRCA Curriculum Index

IRCA CURRICULUM INDEX

A ADDISON-WESLEY PUBLISHING
South Street
Reading, MA 01867 (800) 223-3323 or (800) 447-2226

A1 ESL For Action - Problem Posing at Work. Auerbach, Elsa Roberts and Wallerstein, Nina. Reading, Massachusetts. 1987.

A2 Lifeskills and Citizenship. DeFilippo, Judy. Reading, Massachusetts. 1987.

B ALEMANY PRESS
A DIVISION OF JANUS BOOK PUBLISHERS, INC.
2501 Industrial Parkway West
Hayward, CA 94545 (800) 227-2375

B1 A Handbook for Citizenship. Revised Edition. Seely, Margaret. Hayward, California. 1989. Cassette available.

B2 The New Arrival: In the United States. Second Edition. Kuntz, Laurie. Hayward, California. 1988.

B3 Here to Stay in the USA. ESL/US Studies for Beginners. Maciel, Timothy with Duffy, John. Hayward, California. 1990.

C COLLIER MACMILLAN
ESL/EFL Department
866 Third Avenue
New York, NY 10022 (609) 461-6500

C1 Stepping Out. A Teacher's Book of Real Life Situations. Bunn, Christine and Seymour, Sharon. New York, New York. 1989.

D CONTEMPORARY BOOKS, INC.
180 North Michigan Avenue
Chicago, IL 60601 (800) 621-1918

D1 Look at the U.S. Literacy Level. Wigginton, Sally Chicago, Illinois. 1989.

D2 Look at the U.S. Book 1. Cross, Carole, with Paral, Rob. Chicago, Illinois. 1989.

D3 Look at the U.S. Book 2. Cross, Carole, with Paral, Rob. Chicago, Illinois. 1989..

Teachers' Guides available for Literacy Level and Books 1 and 2.

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E **DANA MONSOFF AND ASSOCIATES**
San Francisco, CA No phone number available

E1 Lessons in Citizenship. Hennessey, D.L. Available through author at Box 281, Berkeley, CA 94701.

F **DELTA SYSTEMS CO., INC.**
570 Rock Road Drive Unit H
Dundee, IL 60118 (800) 323-8270

F1 English Through Citizenship. Literacy Level. Kirn, Elaine. Dundee, Illinois. 1989.

F2 English Through Citizenship. Beginning Level. Kirn, Elaine. Dundee, Illinois. 1989.

Instructor's Manual available for each level. Intermediate A and B level student texts also available but not reviewed for this guide.

G **DORMAC, INC.**
P.O. Box 270459
San Diego, CA 92128-0983 (800) 547-8032

G1 The Way to U.S. Citizenship. Hirschy, Margaret W. and Hirschy, Patricia L. San Diego, California. 1989.

Bienvenidos a Los Estades Unidos. Residencia y Ciudadania. Hirschy, Margaret W. and Hirschy, Patricia L. San Diego, California. 1989. Spanish Translation of The Way to U.S. Citizenship.

H **EXPERIMENT PRESS**
Experiment in International Living
Kipling Road
Brattleboro, VT 05301-0676 (802) 257-0326

H1 Opening Lines. Moran, Patrick, Editor, and Ligon, Fred, Writer. Brattleboro, Vermont. 1983.

H2 Settling In I. Ligon, Fred, Editor, and Shapiro, Toni, Writer. Brattleboro, Vermont. 1985.

H3 Settling In II. Ligon, Fred, Editor, and Shapiro, Toni, Writer. Brattleboro, Vermont. 1985.

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I **HEINEMANN EDUCATIONAL BOOKS, INC.**
70 Court Street
Portsmouth, NH 03801 (603) 431-7894

I1 A New Start. Student Book. Mrowicki, Linda and Furnborough, Peter. Exeter, New Hampshire. Teacher's Book, Literacy Workbooks 1 and 2, and Cassettes available.

This text is now available through **DORMAC, INC.** See p. 50 for ordering information.

J **JANUS BOOKS**
A Division of Janus Book Publishers, Inc.
2501 Industrial Parkway West
Hayward, CA 94545 (800) 227-2375

J1 Electing the President. Student Book. Belina, Tom, Eachore, Susan D. and Friedland, Mary. Hayward, California. 1988.

J2 Our Constitution: A Working Plan for Democracy. Bye, Thomas. Hayward, California. 1987.

K **LINMORE PUBLISHING, INC.**
P.O. Box 1545
Palatine, IL 60078 (815) 223-7499

K1 Content Area ESL: Social Studies. Terdy, Dennis. Palatine, Illinois. 1986.

L **MEDIA MATERIALS, INC.**
2936 Remington Avenue
Baltimore, MD 21211 (800) 638-1010 in MD (301) 235-1700

L1 U.S. Citizenship. O'Shea, Michael. Baltimore, Maryland. 1988.

L2 U.S. Government - How and Why It Works. Smith, Jane and Sullivan, Carol. Baltimore, Maryland. 1987. Teacher's Guide, Student Workbook, Answer Key, Blackline Masters and Software Packages (Apple, TRS-80, or Key IBMpc) also available.

M **MODERN CURRICULUM PRESS, INC.**
13900 Prospect Road
Cleveland, OH 44136 (216) 238-2222

M 1 Our Nation's Constitution. Franklin, Paula A. Cleveland, Ohio. 1986.

M 2 Our Nation's Government. Franklin, Paula A. Cleveland, Ohio. 1986.

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M 3 Elections in the United States. Eskin, Eden Force. Cleveland, Ohio. 1986.

M 4 America's Holidays. Ellis, Elizabeth Gaynor. Cleveland, Ohio. 1986.

M 5 The United States: People and Leaders. Abramowitz, Louis H. and Abramowitz, Jack. Cleveland, Ohio. 1981. Teacher's Edition and Student Workbook available.

N **MOTIVATION DEVELOPMENT, INC.**
P.O. Box 427
Bishop, CA 93514 (800) 233-3391 in CA (800) 233-3395

N1 An Introduction to Everyday Skills (no author listed). Bishop, California. 1985.

O **NATIONAL TEXTBOOK COMPANY**
4255 West Touhy Avenue
Lincolnwood, IL 60646 (800) 232-4900 in IL (312) 679-5500

O1 Living in English. Basic Skills for the Adult Learner. Blosser, Betsy J. Lincolnwood, Illinois. 1989.

P **NEWBURY HOUSE PUBLISHERS, INC**
A DIVISION OF HARPER AND ROW, PUBLISHERS, INC.
10 East 53rd Street, 5th Floor
New York, NY 10022 (800) 638-3030 in MD (301) 824-7300

Gateway to English Series - Series of 4 titles:

P1 First Steps in Reading and Writing. Second Edition. Wigfield, Jack. New York, New York. 1988.

P2 Discovering English. Batchelor de Garcia, Karen and Nixon, Barbara Henrici. Cambridge, Massachusetts. 1982..

P3 Notion By Notion. Ferreira, Linda. Cambridge, Massachusetts. 1981.

P4 Beyond the Classroom. Cathcart, Ruth and Strong, Michael. Cambridge, Massachusetts. 1983.

P5 Real To Reel. Eckstut, Samuela and Scoulos, Despina. Rowley, Massachusetts. 1986.

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Q **OXFORD UNIVERSITY PRESS**
200 Madison Avenue
New York, NY 10016 (212) 679-7300

Q1 On Course 1. Student Book. Cellman, Carol. New York, New York. 1988.

On Course 1. Teacher's Book. Cellman, Carol and Kharde, Linda. New York, New York. 1988. Accompanies Student Book.

R **PRENTICE-HALL REGENTS**
CAMBRIDGE ADULT EDUCATION
4700 S. 5400 W.
Salt Lake City, UT 84118 (800) 526-0485

R1 Basic English for Adult Competency. Keltner, Autumn, Howard, Leann and Lee, Frances. Englewood Cliffs, New Jersey. 1983. Teacher's edition available.

R2 English for Adult Competency. Book 1. Keltner, Autumn, Howard, Leann and Lee, Frances. Englewood Cliffs, New Jersey. 1983.

R3 English for Adult Competency. Book 2. Keltner, Autumn and Bitterlin, Gretchen. Englewood Cliffs, New Jersey. 1981.

R4 ExpressWays - Book 1A. Molinsky, Steven J. and Bliss, Bill. Englewood Cliffs, New Jersey. 1988.

R5 ExpressWays - Book 1B. Molinsky, Steven J. and Bliss, Bill.Englewood Cliffs, New Jersey. 1988.

R6 Grammarwork 1. Breyer, Pamela. New York, New York. 1982.

R7 Grammarwork 2. Breyer, Pamela. New York, New York. 1982.

R8 Grammarwork 3. Breyer, Pamela. New York, New York. 1982.

R9 Grammarwork 4. Breyer, Pamela. New York, New York. 1984.

R10 Lifelines 1. Foley, Barbara and Pomann, Howard. New York, New York. 1981.

R11 Lifelines 2. Foley, Barbara and Pomann, Howard. New York, New York. 1982.

R12 Lifelines 3. Foley, Barbara and Pomann, Howard. New York, New York. 1982.

R13 Lifelines 4. Foley, Barbara and Pomann, Howard. New York, New York. 1982.

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R14 Survival English. English Through Conversations. Book 1. Mosteller, Lee and Paul, Bobbi. Englewood Cliffs, New Jersey. 1988.

R15 Survival English. English Through Conversations. Book 2. Mosteller, Lee and Haight, Michelle. Englewood Cliffs, New Jersey. 1988.

R16 Voices of Freedom. Book 1. Bliss, Bill, with Molinsky, Steven J. Englewood Cliffs, New Jersey. 1989.

R17 Voices of Freedom. Book 2. Bliss, Bill, with Molinsky, Steven J. Englewood Cliffs, New Jersey. 1989.

S **QUERCUS DIVISION**
Globe Book Company
190 Sylvan Avenue
Englewood Cliffs, NJ 07632 (800) 848-9500

S1 Government is News: Studying the Constitution. Scott,Corinn Codye. Castro Valley, California. Revised 1987.

T **FRANK E. RICHARDS PUBLISHING COMPANY**
P.O. Box 66
Phoenix, NY 13135 (315) 695-7261

T1 Banking, Budgeting and Employment. Lennox, Art. Phoenix, New York. 1984.

T2 Catalog Shopping. Smith, Martha L. Phoenix, New York. 1979.

T3 Finding Ourselves or Where in the World Am I? Corcoran, Dr. Eileen L. Phoenix, New York. 1983.

T4 Getting Ready to Drive. Wool, John D. Phoenix, New York. (no date available).

T5 Learning About Measurement. Bohn, Raymond J. and Wool, John D. Phoenix, New York. 1983.

T6 Learning About Time. Bohn, Raymond J and Wool, John D. Phoenix, New York. 1983.

T7 Using Money Series. Series of 4 Titles:

Book I: Counting My Money. Wool, John D. Phoenix, New York. 1982.

Book II: Making My Money Count. Wool, John D. Phoenix, New York. 1973.

Book III: Buying Power. Wool, John D. Phoenix, New York. 1982.

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Book IV: Earning, Spending and Saving. Wool, John D. .Phoenix, New York. 1982.

T8 Your Government and You. Hoek, John H. Phoenix, New York. 1987.

U **SCHOLASTIC BOOK SERVICES**
50 West 44th Street
New York, NY 10036 No phone number available

U1 Real Life Citizenship. Dykstra, Gretchen and others. New York, New York. 1979.

V **SOUTH-WESTERN PUBLISHING COMPANY**
5101 Madison Road
Cincinnati, OH 45227 No phone number available

V1 Ready to Read! Fenholt, Janet S. Cincinnati, Ohio. 1987.

W **STECK-VAUGHN COMPANY**
807 Brazos
P.O. Box 2028
Austin, TX 78768 (800) 531-5015 in TX (800) 252-9317

W1 America's Story. Book 1. Bernstein, Vivian. Austin, Texas. 1985.

W2 America's Story. Book 2. Bernstein, Vivian. Austin, Texas. 1985.

W3 Citizens Today. Rakes, Thomas A., DeCaprio, Annie and Randolph, J. Ralph. Austin, Texas. 1985.

W4 Real Life English. Book 1. Jolly, Julia and Robinson, Lynne. Austin, Texas. 1988. Workbook and Teacher's edition available.

W5 Real Life English. Book 2. Jolly, Julia and Robinson, Lynne. Austin, Texas. 1988. Workbook and Teacher's edition available.

W6 Real Life English. Pre-Literacy Workbook. Pun-Kay, Dianne. Austin, Texas. 1988.

W7 Amnesty: A Real Life Approach. Book 1. Preliteracy - Level 1. Austin, Texas. 1989.

W8 Amnesty: A Real Life Approach. Book 2. Levels 2 - 4. Austin, Texas. 1989.

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X **MARIN PUBLICATIONS**
P.O. Box 2756
Chula Vista, CA 92012-2756 (619) 691-8523

X1 La Constitucion de Los Estados Unidos. Preparacion para el examen de ciudadania. de Marin, Dra. Maria Viramontes and Marin, Prof. Reymundo. Chula Vista, California. 1988. This text available in Spanish only.

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IRCA Curriculum Matrix

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
0.1.0.	ALL	ALL	ALL	ALL	ALL		ALL			ALL				ALL	ALL
0.1.1.	Unit 1	ALL	ALL											Unit 1	Unit 1
0.1.2.	Unit 1	ALL	ALL							ALL				Units 1, 10	
0.1.3.	ALL	ALL		ALL	ALL	ALL	ALL			ALL				Units 1-3	Unit 1
0.1.4.	Unit 1														Unit 1
0.1.5.														Unit 1	Unit 1
0.2.0.	Unit 1					Act. 4, 5					ALL				Unit 1
0.2.1.	Unit 1				Units 1, 2	Act. 4, 5	ALL				ALL			Units 1-3, 7, 14, 19, 20	Unit 1
0.3.0.	Unit 1														Unit 1
0.3.1.	Unit 1	Units 1, 2, 5, 6, 8, 10			ALL									Units 8, 15	Unit 1
1.1.0.															
1.1.3.		Units 4, 7, 9, 11				Act. 11, 12	App. 3, 4	Ch. 1-4, 6, 10, 11, App. 3	Ch. 1-3, 5, 6, 10, 11		Units 1, 3, 4		Lesson 1, App. 1, 2	Units 11, 15	
1.1.4.														Unit 13	
1.1.6.				Unit 18	Unit 5	Act. 2, 7								Units 13, 22	
1.1.7.		Unit 4												Unit 13	
1.1.9.				Unit 17		Act. 9								Unit 13	
1.2.0.					Unit 5									Units 1, 13	
1.2.1.						Act. 7, 9, 21								Units 1, 13	

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
0.1.0.	ALL	ALL	ALL	ALL	ALL	ALL	ALL								ALL
0.1.1.		ALL												Intro.	
0.1.2.		ALL	ALL												
0.1.3.		ALL	ALL											ALL	ALL
0.1.4.		ALL													
0.1.5.															
0.2.0.		ALL													ALL
0.2.1.		ALL			Pages 1-5									Intro.	ALL
0.3.0.		ALL													
0.3.1.		ALL													
1.1.0.															
1.1.3.	Unit 37				Pgs. 1-5 Units 1-5			ALL				ALL	Pages 52-60		
1.1.4.	Units 40, 41	Page 28													
1.1.6.		Pages 8, 13												Units 1-2	
1.1.7.	Unit 41													Unit 1	
1.1.9.		Pages 17, 19												Unit 5	
1.2.0.															
1.2.1.	Units 43-45													Unit 5	

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
0.1.0.	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL	ALL					ALL
0.1.1.					Unit 2	Unit 1		Unit 1	Pages 1-7						ALL
0.1.2.						ALL	ALL	ALL							ALL
0.1.3.	ALL	ALL	ALL	Unit 1		ALL	ALL	ALL	ALL						ALL
0.1.4.	Lesson 57		Topic 9			ALL	ALL	ALL	Page 37						
0.1.5.															
0.2.0.	ALL	Lessons 1, 2		Unit 1		Unit 1	Unit 1	Unit 1							ALL
0.2.1.	ALL	Lessons 1, 2			ALL	Unit 1	Unit 1	Unit 1	Pages 1-7						Unit 1
0.3.0.	Lessons 3, 6, 12, 17, 32, 39, 47, 54, 69, 69, 76	Lesson 2				Unit 1	Unit 1	Unit 1							
0.3.1.		Lesson 2	Topic 1		Unit 3	Unit 1	Unit 1	Unit 1	ALL	ALL					Unit 4
1.1.0.						Unit 2									
1.1.3.		Lesson 7		Units 6, 15		Unit 1									
1.1.4.						Unit 2	Unit 2	Unit 2							
1.1.6.	Lesson 41	Lesson 9	Topic 8		Units 6, 11	Unit 2	Unit 2	Unit 2	Page 66	Pages 133, 134,145					Unit 5
1.1.7.							Unit 2	Unit 2		Pages 130-132					
1.1.9.					Unit 6	Unit 6	Unit 7	Unit 6	Pages 63, 64						Unit 11
1.2.0.		Lesson 11	Topics 3, 8				Units 2, 7	Unit 2							
1.2.1.		Lessons 11, 18	Topics 3, 8		Units 6, 11		Units 2, 7	Units 2, 6							Units 12

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
0.1.0.	ALL					ALL		ALL							
0.1.1.	ALL							ALL							
0.1.2.	ALL							ALL							
0.1.3.	ALL					ALL		ALL							
0.1.4.															
0.1.5.															
0.2.0.	ALL														
0.2.1.						ALL									
0.3.0.						ALL									
0.3.1.	Units 3, 4					ALL									
1.1.0.															I-III
1.1.3.						Unit 3		Pages 46, 47							
1.1.4.													ALL		
1.1.6.															I-III
1.1.7.															
1.1.9.	Unit 11									Unit 2					
1.2.0.															I
1.2.1.	Unit 9									ALL					

COMPETENCIES

Publisher Materials	T 8	U 1	V 1	W 1	W 2	W 3	W 4	W 5	W 6	W 7	W 8	X 1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
0.1.0.		ALL		ALL	ALL		ALL	ALL	ALL	ALL	ALL				
0.1.1.		ALL					Unit 1								
0.1.2.		ALL					ALL	ALL							
0.1.3.		ALL		ALL	ALL		ALL	ALL	ALL						
0.1.4.															
0.1.5.															
0.2.0.								Unit 1							
0.2.1.							Unit 1	Unit 1	Unit 3						
0.3.0.															
0.3.1.								Unit 4							
1.1.0.															
1.1.3.		Unit 4		ALL	ALL			Unit 4 App.	Unit 2	Unit 2	Unit 4				
1.1.4.								App.	Units 2, 5						
1.1.6.		Unit 2					Units 5, 6		Unit 5						
1.1.7.							Unit 5		Unit 5						
1.1.9.							Unit 6								
1.2.0.							Units 5, 6		Unit 5						
1.2.1.		Unit 6					Units 5, 6	Unit 5	Unit 5						

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
1.3.3.														Unit 13	
1.3.5.					Unit 5										
1.3.7.														Units 8, 9	
1.4.2.				Units 19, 20	Unit 8	Act. 24								Unit 23	
1.4.5.					Unit 8										Units 12, 13
1.6.1.															
1.6.2.															
1.6.3.					Unit 5										
1.8.0.															
1.8.1.														Unit 22	
1.8.2.														Units 22, 26	
1.9.1.															
1.9.2.															
1.9.4.					Unit 4	Act. 11, 12									
1.9.8.															
2.1.0.															
2.1.1.				Unit 5	Unit 4	Act. 22								Units 14, 25	
2.1.2.				Unit 5	Unit 4									Unit 25	Units 5, 6

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
1.3.3.	Unit 42												Pages 116-130		
1.3.5.	Unit 45														
1.3.7.	Units 42-44	Page 22											Pages 116-130		
1.4.2.														Unit 2	
1.4.5.		Pages 86, 88												Unit 2	
1.6.1.	Unit 43														
1.6.2.															
1.6.3.	Units 42-44														
1.8.0.															
1.8.1.	Unit 46													Unit 6	
1.8.2.	Unit 46	Pages 94, 95												Unit 6	
1.9.1.		Page 16												Unit 7	
1.9.2.	OL 2													Unit 7	
1.9.4.	Unit 37												Pages 52-60		
1.9.8.														Unit 7	
2.1.0.	Unit 5												Pages 62-79		
2.1.1.	Unit 5												Pages 62-79		
2.1.2.	Unit 5	Page 19											Pages 62, 63		

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
1.3.3.									Pages 62, 64, 66						
1.3.5.															
1.3.7.		Lesson 17							Pages 36, 51, 62, 65				Page 6	Page 2	Units 9-11
1.4.2.		Lesson 19	Topic 2						Pages 130-132						Unit 13
1.4.5.			Topic 2							Pages 100, 166, 167					Unit 14
1.6.1.															
1.6.2.															
1.6.3.			Topic 3										Page 24		
1.8.0.	Lesson 60											Page 21			Unit 6
1.8.1.		Lesson 38								Pages 143, 144					
1.8.2.	Lesson 60		Topic 1	Unit 3											Unit 6
1.9.1.										Pages 163, 165					
1.9.2.															
1.9.4.			Topics 2, 5	Unit 6											Unit 8
1.9.8.															
2.1.0.	Lessons 5, 15, 22, 31			Units 2, 15											
2.1.1.	Lessons 22, 31			Units 2, 5											Unit 20
2.1.2.	Lesson 75		Topic 1	Unit 2						Pages 124, 125					Unit 15

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
1.3.3.		Unit 4								Units 1, 3, 4					
1.3.5.															
1.3.7.															
1.4.2.	Unit 13														
1.4.5.		Unit 7													
1.6.1.															
1.6.2.			Unit 7												
1.6.3.	Units 11, 12	Unit 7													
1.8.0.	Unit 6	Unit 4	Unit 3						Part 1 ALL						IV
1.8.1.		Unit 6	Unit 4						Part 1 ALL						IV
1.8.2.	Unit 6	Unit 4	Unit 3						Part 1 ALL						IV
1.9.1.		Units 5, 6										ALL			
1.9.2.												ALL			
1.9.4.		Units 5, 6									ALL	ALL			
1.9.8.															
2.1.0.															
2.1.1.	Unit 20														
2.1.2.	Unit 13														

COMPETENCIES

Publisher Materials	T 8	U 1	V 1	W 1	W 2	W 3	W 4	W 5	W 6	W 7	W 8	X 1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
1.3.3.															
1.3.5.															
1.3.7.							Unit 5								
1.4.2.							Unit 7	Unit 7							
1.4.5.									Unit 7						
1.6.1.									Unit 5						
1.6.2.															
1.6.3.		Unit 6						Unit 6							
1.8.0.									Unit 6						
1.8.1.															
1.8.2.															
1.9.1.															
1.9.2.		Unit 2													
1.9.4.			Page 46												
1.9.8.															
2.1.0.									Unit 3						
2.1.1.			Pages 56, 57, 60												
2.1.2.															

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
2.1.3.															Units 5, 6
2.1.6.														Unit 10	Unit 5
2.1.7.															Units 5, 6
2.1.8.															Units 5, 6
2.2.1.						Act. 1, 11, 12								Units 8, 9,11-13 15, 17	
2.2.2.					Unit 10	Act. 3, 15, 23								Units 29, 30	
2.2.3.					Unit 10									Unit 15	
2.2.4.					Unit 10									Units 15, 29	
2.2.5.					Unit 10	Act. 11, 12								Unit 15	
2.3.0.					Unit 3										
2.3.1.					Unit 3	Act. 3, 13, 15								Unit 14	Units 16, 19
2.3.2.					Unit 3	Act. 14	Chpt. 5, App. 1	App. 5	App. 5		Unit 1			Units 10, 19	Unit 10
2.3.3.															Unit 10
2.4.0.					Unit 4									Unit 16	Unit 7
2.4.1.														Unit 16	Unit 7
2.4.2.					Unit 4									Unit 16	Unit 7
2.4.3.					Unit 4									Unit 16	Unit 7
2.4.4.					Unit 4										Unit 7

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
2.1.3.													Pages 39-46, 70, 71		
2.1.6.															
2.1.7.															
2.1.8.													Pages 68-75		
2.2.1.	Units 37, 39							ALL					Pages 52-60	Unit 3	
2.2.2.	Units 39, 58														
2.2.3.	Unit 39														
2.2.4.	Units 39, 58												Pages 80-89		
2.2.5.	Units 27, 39							ALL					Pages 52-60	Unit 3	
2.3.0.															
2.3.1.													Pages 27-38	Unit 3	
2.3.2.													Pages 22-26		
2.3.3.															
2.4.0.													Pages 90-105		
2.4.1.															
2.4.2.													Pages 90-105	Unit 3	
2.4.3.													Pages 90-105		
2.4.4.															

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
2.1.3.				Units 3, 6											Unit 20
2.1.6.								Unit 1		Pages 118-120					
2.1.7.				Unit 4			Unit 1	Unit 1	Unit 12	Page 121					Unit 19
2.1.8.	Lessons 5, 15, 22, 31, 75						Unit 1	Unit 1							
2.2.1.		Lesson 7		Units 6, 15	Unit 12	Unit 4	Unit 4	Unit 4	Pages 18-20, 22-25						Units 7, 8, 15
2.2.2.		Lessons 2, 3		Unit 15		Unit 4	Unit 4	Unit 4		Pages 123, 126					
2.2.3.						Unit 4	Unit 4	Unit 4	Pages 20, 21, 24						Unit 7
2.2.4.				Unit 7			Unit 4	Unit 4		Page 122					Unit 7
2.2.5.				Units 6, 15	Unit 19			Unit 4	Pages 22, 23						Unit 15
2.3.0.		Lesson 24				Unit 1									
2.3.1.		Lesson 24			Unit 5	Units 1, 3	Unit 1	Unit 1	Pages 41, 46, 52	Page 122					Unit 7
2.3.2.	Lessons 2, 11				Units 5, 19	Unit 1	Unit 1	Unit 1	Page 41	Page 146					
2.3.3.						Unit 3		Unit 1							
2.4.0.				Unit 2		Unit 8	Unit 8	Unit 8							
2.4.1.				Unit 2		Unit 8	Unit 8	Unit 8							Unit 16
2.4.2.						Unit 8	Unit 8	Unit 8	Pages 68, 69						Unit 16
2.4.3.							Unit 8	Unit 8							
2.4.4.							Unit 8	Unit 8							

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
2.1.3.															
2.1.6.															
2.1.7.	Unit 19	Unit 19													
2.1.8.															
2.2.1.	Unit 7	Units 5, 16													
2.2.2.		Units 5, 6													
2.2.3.	Unit 8														
2.2.4.	Units 7, 8														
2.2.5.		Units 5, 6													
2.3.0.														ALL	
2.3.1.		Units 8, 19											Chpt. 9	ALL	
2.3.2.	Unit 3					Unit 2								Chpts. 10-12	
2.3.3.															
2.4.0.															
2.4.1.															
2.4.2.															
2.4.3.															
2.4.4.															

COMPETENCIES

Publisher Materials	T 8	U 1	V 1	W 1	W 2	W 3	W 4	W 5	W 6	W 7	W 8	X 1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
2.1.3.															
2.1.6.							Unit 2								
2.1.7.															
2.1.8.															
2.2.1.							Unit 2								
2.2.2.			Page 43				Unit 10								
2.2.3.							Unit 10								
2.2.4.		Unit 2					Unit 10		Unit 10						
2.2.5.							Unit 10		Unit 10						
2.3.0.									Unit 4						
2.3.1.			Pages 51-55				Unit 4		Unit 4						
2.3.2.			Pages 96-98				Unit 4		Unit 4		Unit 3				
2.3.3.															
2.4.0.															
2.4.1.							Unit 1								
2.4.2.								Unit 2							
2.4.3.								Unit 7							
2.4.4.															

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
2.4.6.					Unit 4										
2.5.0.															
2.5.1.				Units 15, 16											Unit 18
2.5.2.															
2.5.3.														Unit 17	Units 16, 21
2.5.4.						Act. 1								Units 13,16	
2.5.5.														Unit 16	
2.5.8.															
2.5.9.															
* 2.5.10															
2.6.4.						Act. 19								Unit 28	
2.7.2.		Units 5, 7, 12		Units 1-3			Chpt. 4	Chpt. 1							
3.1.0.					Unit 9									Units 5, 17, 18	
3.1.1.					Unit 9									Units 5, 17, 18	Units 6, 17
3.1.2.					Unit 9									Unit 17	Unit 17
3.1.3.		Unit 1			Unit 9										
3.2.0.					Unit 9	Act. 18									
3.2.1.					Unit 9									Unit 17	Unit 17

* = New

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
2.4.6.	Unit 47	Page 94											Pages 104, 105		
2.5.0.	Units 31, 36	Page 19													
2.5.1.	Units 31, 36	Page 19												Unit 10	
2.5.2.	Unit 34														
2.5.3.														Unit 10	
2.5.4.	Unit 44	Pages 11, 22,38,72, 91, 108													
2.5.5.														Unit 4	
2.5.8.															
2.5.9.															
* 2.5.10															
2.6.4.		Page 62											Pages 2-7		
2.7.2.												Unit 7			
3.1.0.		Pages 66, 68													
3.1.1.		Pages 66, 68													
3.1.2.		Page 66													
3.1.3.															
3.2.0.															
3.2.1.															

* = New

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
2.4.6.						Unit 8	Unit 8	Unit 8							Unit 6
2.5.0.							Unit 9								
2.5.1.							Unit 9	Unit 9	Page 57						
2.5.2.															
2.5.3.								Units 3, 9	Pages 18, 19, 22, 24						Unit 15
2.5.4.				Unit 6		Unit 9	Unit 9	Unit 9							Unit 17
2.5.5.				Unit 17			Unit 9	Unit 9		Pages 182, 183					
2.5.8.				Units 8, 27			Unit 9	Unit 9							
2.5.9.							Unit 9	Unit 9							
* 2.5.10															
2.6.4.		Lessons 5, 16		Unit 16	Unit 18		Unit 2	Unit 2		Pages 134, 135					Unit 10
2.7.2.															
3.1.0.	Lesson 8					Unit 3	Unit 3	Unit 3							Units 17, 18
3.1.1.	Lesson 8	Lesson 33	Topic 4				Unit 3	Unit 3	Pages 50, 52-55						
3.1.2.							Unit 3	Unit 3	Pages 52, 54						
3.1.3.			Topic 6				Unit 3	Unit 3							
3.2.0.			Topic 4			Unit 3	Unit 3	Unit 3							
3.2.1.			Topic 4	Unit 20			Unit 3	Unit 3	Page 53						

* = New

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
2.4.6.															
2.5.0.															
2.5.1.	Unit 15	Units 13, 14	Unit 12												
2.5.2.															
2.5.3.		Unit 10	Units 8, 9												
2.5.4.															
2.5.5.		Unit 9													
2.5.8.															
2.5.9.															
* 2.5.10															
2.6.4.	Unit 10														
2.7.2.															
3.1.0.	Unit 17	Units 10, 11	Units 9, 10												
3.1.1.		Units 10, 11													
3.1.2.															
3.1.3.															
3.2.0.															
3.2.1.			Unit 10												

* = New

COMPETENCIES

Publisher Materials	T 8	U 1	V 1	W 1	W 2	W 3	W 4	W 5	W 6	W 7	W 8	X 1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
2.4.6.															
2.5.0.															
2.5.1.		Unit 2													
2.5.2.		Unit 3													
2.5.3.															
2.5.4.		Unit 2			Unit 3										
2.5.5.					Unit 3										
2.5.8.															
2.5.9.															
* 2.5.10															
2.6.4.						Unit 5		Units 2-7							
2.7.2.	Chpt. 12														
3.1.0.															
3.1.1.							Unit 8								
3.1.2.						Unit 8	Unit 8		Unit 8						
3.1.3.		Unit 2				Unit 8	Unit 8		Unit 8						
3.2.0.															
3.2.1.							Unit 8		Unit 8						

* = New

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
3.2.2.															Unit 22
3.4.5.															
3.5.1.															Unit 20
3.5.7.															Units 22, 23, 25
3.5.8.															Units 19, 23
3.5.9.					Unit 9										Units 19, 22
4.1.0.	Unit 2				Unit 7									Units 19, 20	
4.1.1.														Unit 20	
4.1.2.				Unit 8	Unit 7						Unit 1				
4.1.3.	Unit 2			Unit 6	Unit 7	Act. 17									
4.1.4.															
4.1.5.	Unit 2			Unit 7	Unit 7									Units 19, 20	Units 19, 20
4.1.6.	Unit 2										Unit 1				
4.1.7.														Units 19, 20	
4.1.8.															
4.3.1.	Units 5, 6														
4.3.4.	Units 5, 6														
4.4.0.														Unit 21	

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
3.2.2.															
3.4.5.															
3.5.1.	Unit 43														
3.5.7.	Unit 32														
3.5.8.	Unit 59														
3.5.9.															
4.1.0.	Unit 52												Page 146		
4.1.1.	Unit 52												Pages 146, 147		
4.1.2.	Unit 52												Page 148		
4.1.3.	Unit 53														
4.1.4.	Unit 51														
4.1.5.	Unit 54														
4.1.6.	Units 51-55														
4.1.7.	Units 53, 54														
4.1.8.	Units 49, 51														
4.3.1.	Unit 55	Page 108													
4.3.4.															
4.4.0.															

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
3.2.2.								Unit 3							
3.4.5.															
3.5.1.															
3.5.7.															
3.5.8.				Unit 20											
3.5.9.															
4.1.0.		Lesson 4	Topic 7												
4.1.1.															
4.1.2.			Topic 7	Unit 13											
4.1.3.		Lesson 30	Topic 7	Unit 22					Pages 40, 41						
4.1.4.															
4.1.5.									Pages 42-47					Unit 94	
4.1.6.	Lesson 67								Pages 40-42, 44-46						
4.1.7.									Pages 40-47						
4.1.8.		Lesson 30							Pages 40-43, 45						
4.3.1.										Page 154					
4.3.4.										Page 155					
4.4.0.										PAGES 109-115 150-153 156, 157, 172, 174-179					

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
3.2.2.															
3.4.5.			Unit 8												
3.5.1.															
3.5.7.															
3.5.8.			Unit 8												
3.5.9.															
4.1.0.									Part 2 ALL						
4.1.1.									Part 2						
4.1.2.			Unit 14						Part 2						
4.1.3.															
4.1.4.															
4.1.5.			Unit 14												
4.1.6.															
4.1.7.															
4.1.8.															
4.3.1.															
4.3.4.															
4.4.0.															

COMPETENCIES

Publisher Materials	T8	U1	V1	W1	W2	W3	W4	W5	W6	W7	W8	X1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
3.2.2.															
3.4.5.															
3.5.1.															
3.5.7.															
3.5.8.															
3.5.9.															
4.1.0.									Unit 9						
4.1.1.															
4.1.2.		Unit 2					Unit 9	Unit 1	Unit 9						
4.1.3.		Unit 2					Unit 9	Unit 9							
4.1.4.															
4.1.5.								Unit 9							
4.1.6.							Unit 9	Unit 9							
4.1.7.															
4.1.8.							Unit 9								
4.3.1.															
4.3.4.															
4.4.0.															

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
4.4.1.	Units 2, 3, 5													Unit 21	
4.4.2.														Unit 21	
4.4.3.															
4.4.5.	Units 3, 5													Unit 21	
5.1.1.							Chpt. 18	Chpt. 21, App. 2	Chpt. 21, App. 2						
5.1.2.								Chpt. 21, App. 2	Chpt. 21, App. 2						
5.1.3.								Chpt. 21, App. 2	Chpt. 21, App. 2						
5.1.4.		Unit 9						Chpt. 21	Chpt. 21						
5.1.5.															
5.1.6.		Unit 12													
5.2.0.					Unit 11										
5.2.1.					Unit 11	Act. 14	Chpt. 5-13	Chpts. 1-12, App. 1,6	Chpts. 1-12, App. 1,6		Units 2, 3		Lessons 2-6, 18-28		
5.2.2.							Chpt. 6	Chpts. 1, 2, 12 App. 1	Chpts. 1, 2, 12				Lessons 2, 3, 21		
5.3.0.	Units 5-8														
5.3.1.							Chpt. 15								
5.3.2.	Units 5-8														
5.3.3.															
5.3.6.		Unit 7	Pages 60-67				Chpt. 20				Unit 5				

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
4.4.1.	Units 50, 55, 56														
4.4.2.	Unit 50														
4.4.3.															
4.4.5.	Unit 56														
5.1.1.						Unit 4	Unit 11			Pages 9, 28					
5.1.2.			Unit 8							Page 9					
5.1.3.															
5.1.4.			Units 2, 3, 5, 6			Unit 4	Unit 11			Pages 16-27 34-47					
5.1.5.						Unit 4	Unit 11								
5.1.6.			Unit 4			Unit 4									
5.2.0.				Parts 1, 2	Units 1-5						ALL				
5.2.1.				Part 1	Units 1-5		Units 1, 2, 11, 13				ALL	Pages 4-10, 86-326			
5.2.2.					Unit 1		Units 1, 11, 13	ALL				Pages 4-10, 54-85			
5.3.0.	Units 31, 35					Unit 6									
5.3.1.	Unit 35					Unit 6									
5.3.2.	Unit 31					Unit 6								Unit 9	
5.3.3.															
5.3.6.										Pages 30, 31					

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
4.4.1.									Pages 72-81						
4.4.2.															
4.4.3.						Unit 7									
4.4.5.									Pages 73-77	Pages 108-110, 150-153, 156					
5.1.1.										Page 169					
5.1.2.															
5.1.3.															
5.1.4.															
5.1.5.															
5.1.6.														Pages 72-73	
5.2.0.															
5.2.1.															
5.2.2.															
5.3.0.															
5.3.1.								Unit 5		Pages 162-165					
5.3.2.								Unit 9		Page 167					
5.3.3.															
5.3.6.															

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
4.4.1.															
4.4.2.															
4.4.3.									Part 2						
4.4.5.															
5.1.1.															
5.1.2.															
5.1.3.															
5.1.4.															
5.1.5.															
5.1.6.															
5.2.0.															
5.2.1.						Unit 4									
5.2.2.															
5.3.0.															
5.3.1.															
5.3.2.															
5.3.3.															
5.3.6.						ALL									

COMPETENCIES

Publisher Materials	T 8	U 1	V 1	W 1	W 2	W 3	W 4	W 5	W 6	W 7	W 8	X 1			
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL			
Level	B	B	A	B	B	B	A/B	B	A	Pre A A	A/B	A/B/C			
4.4.1.															
4.4.2.															
4.4.3.															
4.4.5.								Unit 9							
5.1.1.		Unit 4													
5.1.2.		Unit 4													
5.1.3.		Unit 4													
5.1.4.	Chpt. 11					Units 17, 18					Unit 4				
5.1.5.															
5.1.6.	Chpt. 14	Unit 4													
5.2.0.			ALL	ALL											
5.2.1.			ALL	ALL	ALL					Units 1-3	Units 1-3	Chpt. 1			
5.2.2.											Unit 2				
5.3.0.															
5.3.1.															
5.3.2.		Units 1-4													
5.3.3.		Unit 4													
5.3.6.		Unit 1						Unit 3				Chpt. 7			

COMPETENCIES

Publisher Materials	A 1	A 2	B 1	B 2	B 3	C 1	D 1	D 2	D 3	E 1	F 1	F 2	G 1	H 1	H 2
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A/B	B/C	A/B	B	A	A/B	Pre A A	B	C	A/B	Pre A A	A/B	B	A/B/C	A/B/C
5.4.1.				Unit 18											
5.4.2.					Unit 18										
5.5.0.							Chpts. 14-17								
5.5.2.		Unit 8	Pages 29, 30, 45				Chpt. 16	Chpts. 15, 17, App. 2	Chpts. 14, 15, 17	Lessons 8-10, 25			Lesson 9, 13-16,30 App. 3,4		
5.5.3.		Unit 8	Pages 36-38 50, 51				Chpt. 17	Chpts. 15, 18, App. 2	Chpts. 14, 15, 18	Lessons 13, 17			Lesson 9, 17, 30, App. 3		
5.5.4.		Unit 8	Pages 32-35 48, 49					Chpts. 15, 16, App. 2	Chpts. 14, 15, 16	Lessons 7, 12, 16			Lesson 9-12,29,30, 36,App.3		
5.5.6.		Unit 10													
5.5.7.			Page 54							Lesson 20					
5.5.8.							Chpt. 17	Chpts. 5, 7, 14, 19, 20	Chpts. 7,13, 14, 19, 20				Lessons 6-9		
5.6.1.		Unit 3													
5.6.2.		Unit 3													
5.7.3.					ALL	Act. 16	Chpts. 2, 3, App. 3	Ch. 1, 2, 5, 10, 11 App. 3	Ch. 1-3, 5, 6, 10 App. 3		Units 3, 4		Lesson 1, App. 1, 2		

COMPETENCIES

Publisher Materials	H 3	I 1	J 1	J 2	K 1	L 1	L 2	M 1	M 2	M 3	M 4	M 5	N 1	O 1	P 1
Program	ESL	ESL	ESL	ESL	ESL	ABE ESL	ABE ESL	ESL	ESL	ESL	ESL	ESL	ESL	ABE ESL	ESL
Level	A/B	A	B	B	B	B	B	B	B	B	B	B	A/B	B	A
5.4.1.															
5.4.2.															
5.5.0.						Units 2, 4, 5									
5.5.2.			Unit 1	Parts 1, 2	Unit 1	Units 2, 4	Units 2-4, 9, 10	Page 20							
5.5.3.			Unit 1	Parts 1, 2	Unit 1	Units 2, 4	Units 2, 3, 8-10	Pages 22, 34-36							
5.5.4.			Unit 1	Parts 1, 2	Unit 1	Units 2, 4	Units 2, 3, 5, 6, 9, 10	Page 21							
5.5.6.															
5.5.7.						Units 5, 7	Units 7, 9, 10					Unit 7			
5.5.8.				Parts 1, 2	Unit 1	Unit 2	Units 1-3	ALL				Pages 113-115			
5.6.1.															
5.6.2.												Unit 7			
5.7.3.															

COMPETENCIES

Publisher Materials	P 2	P 3	P 4	P 5	Q 1	R 1	R 2	R 3	R 4	R 5	R 6	R 7	R 8	R 9	R 10
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A/B	A/B	A	A	B	A	A	A	A/B	B	A/B	A
5.4.1.															
5.4.2.															
5.5.0.															
5.5.2.															
5.5.3.															
5.5.4.															
5.5.6.															
5.5.7.															
5.5.8.															
5.6.1.															
5.6.2.							Unit 9								
5.7.3.	Lesson 10	Lesson 32													

COMPETENCIES

Publisher Materials	R 11	R 12	R 13	R 14	R 15	R 16	R 17	S 1	T 1	T 2	T 3	T 4	T 5	T 6	T 7
Program	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL	ESL
Level	A	A/B	B	A	A	A	B	B	B	A/B	B	B	B	A	B
5.4.1.															
5.4.2.															
5.5.0.															
5.5.2.						Units 5-7		Pages 11-28, 52-61							
5.5.3.						Units 5-7		Pages 38-42							
5.5.4.						Units 5-7		Pages 29-37							
5.5.6.															
5.5.7.															
5.5.8.						Unit 7									
5.6.1.															
5.6.2.															
5.7.3.						Unit 3					ALL				

COMPETENCIES

Publisher Materials	**T 8**	**U 1**	**V 1**	**W 1**	**W 2**	**W 3**	**W 4**	**W 5**	**W 6**	**W 7**	**W 8**	**X 1**			
Program	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**	**ESL**			
Level	**B**	**B**	**A**	**B**	**B**	**B**	**A/B**	**B**	**A**	**Pre A A**	**A/B**	**A/B/C**			
5.4.1.															
5.4.2.		Unit 2						Unit 6							
5.5.0.				Chpt. 9											
5.5.2.								Unit 3		Units 2, 4	Unit 4	Chpts. 1, 3, 5			
5.5.3.								Unit 3		Units 2, 4	Unit 4	Chpts. 1, 4, 5			
5.5.4.								Unit 3		Units 2, 4	Unit 4	Chpts. 1, 2, 5			
5.5.6.															
5.5.7.		Units 1, 2													
5.5.8.	Chpts. 1-10			Chpt. 9						Unit 2	Unit 2	Chpts. 1, 6			
5.6.1.															
5.6.2.															
5.7.3.								Unit 4							

SECTION D

CASAS IRCA Supplementary Bibliography and Video Materials

The CASAS IRCA Bibliography contains citizenship materials and resources which were recommended and reviewed by CASAS Consortium members and are appropriate for IRCA programs. These materials are **not** coded into the Index/Matrix section.

BIBLIOGRAPHY OF CITIZENSHIP MATERIALS AND RESOURCES

ADDISON-WESLEY PUBLISHING
South Street
Reading, MA 01867 (800) 223-3323 or (800) 447-2226

America: After Independence. Chamot, Anna Uhl. Reading, Massachusetts. 1987. Teacher's Guide available.

America: The Early Years. Chamot, Anna Uhl. Reading, Massachusetts. 1987. Teacher's Guide available.

Language Development Through Context. Chamot, Anna Uhl. Reading, Massachusetts. (no date available).

ARCO PUBLISHING
A DIVISION OF SIMON & SCHUSTER, INC.
Gulf & Western Building
One Gulf & Western Plaza
New York, NY 10023 (800) 225-7162

Practice for the U.S. Citizenship and Legalization of Status Tests. Paz, Carlos F. New York, New York. 1988. *In English and Spanish.*

CENTER FOR APPLIED LINGUISTICS
1118 22nd Street N.W.
Washington, D.C. 20037 (202) 429-9292

Of the People: U.S. Government and Structure. Washington, D.C. 1988.

Of the People: U.S. History. Washington, D.C. 1988.

These texts will be available from **PRENTICE HALL REGENTS, CAMBRIDGE ADULT EDUCATION** as:

By the People, For the People: U.S. Government and Citizenship. Short, Deborah, Seufert-Bosco, Margaret, and Grognet, Allene. Center for Applied Linguistics. Available October, 1989.

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Instructor's Manual for above two-book series is also available.

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CHINATOWN/NORTH BEACH COMMUNITY COLLEGE CENTER
940 Filbert Street
San Francisco, CA 94133 (415) 776-0808

Citizenship Made Easy. English - Chinese Edition. 1983.

EDUCATIONAL ACTIVITIES
1937 Grand Avenue
Baldwin, NY 11510 (800) 645-3739

How to Write for Everyday Living. Lessons 1-21. Stevens, Jared and Michael, Judy. Freeport, New York. 1981.

EDUCATIONAL DESIGN, INC.
47 West 13th Street
New York, NY 10011 (800) 221-9372, in NY call (212) 255-7900

You and the Law. Crowell, Caleb E. New York, New York. 1984.

ENTRY PUBLISHING COMPANY
27 West 96th Street
New York, NY 10025 (212) 662-9703

U.S. Government Series. Series of 2 Titles.

Book 1: The American Government/How It Works. Thypin, Marilyn and Glasner, Lynne. New York, New York. 1984.

Book 2: We the People of the United States. Typin, Marilyn and Glasner, Lynne. New York, New York. 1984.

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Book 1: The Colonies in America. Thypin, Marilyn and Glasner, Lynne. New York, New York. 1982.

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Book 3: The Growth of the United States. Thypin, Marilyn and Glasner, Lynne. New York, New York. 1982.

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FEARON EDUCATION
A DIVISION OF DAVID S. LAKE PUBLISHERS
19 Davis Drive
Belmont, CA 94002 (800) 877-4283

Your Rights and the Law. Solveira, Ted. Belmont, California. 1985.

HACIENDA LA PUENTE USD
15540 E. Fairgrove Avenue
La Puente, CA 91744 (818) 968-4638 ext. 4502

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Unit 1: The Beginning
Unit 2: Independence
Unit 3: Civil War
Unit 4: The President
Unit 5: Congress
Unit 6: The Courts
Unit 7: Federal Government
Unit 8: State and Local Government
Unit 9: The U.S. Constitution
Unit 10: The United States and You

HARCOURT, BRACE JOVANOVICH
7555 Caldwell Avenue
Chicago, IL 60648 (312) 647-8822

Americana: A Basic Reader. McPartland, Pamela. Chicago, Illinois. 1983.

Working World - Language and Culture of the Job Market. Baskin, Maria Maniscalco and Morton, Lois Wasserman. New York, New York. 1986.

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HAWTHORN BOOKS, INC.
260 Madison Avenue
New York, NY 10016
(no phone number available)

It's Easy to Become a Citizen. Bain, Carolyn. New York, New York. 1968.

JANUS BOOKS
A Division of Janus Book Publishers, Inc.
2501 Industrial Parkway West
Hayward, CA 94545 (800) 227-2375

Great Documents That Shape American Freedoms. Binkley, Dennis. Hayward, California. 1987.

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JOY-CO PRESS
2636 Burgener Blvd.
San Dieg, CA 92110

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This student-centered game is designed to assist students in mastering the 100 INS Amnesty Questions. The Fact Sheets provide students with additional practice and review.

L.A. UNIFIED SCHOOL DISTRICT
Division of Adult and Occupational Education
Amnesty Preparation and Citizenship Program
1320 W. Third Street
Los Angeles, CA 90017 (213) 625-4536

Student Handbook - ESL/Citizenship Series.

Levels I-V, Volume I. Mares, Carol, Chairperson, Arnerich, George, Beltran, Anthony, David, Jim, Diaz, Jorge, Jiminez, Juan, Johanson, Jason, Klug-Morataya, Gloria, Meyer, Mary and Olsher, Laura. Los Angeles, California. 1988.

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Levels I-V, Volume II. Olsher, Laura. Los Angeles, California. 1988.

LAKESHORE CURRICULUM MATERIALS
2695 East Dominguez Street
P.O. Box 6261
Carson, CA 90745 (800) 421-5354

Skills for Living - Unit 1: Filling Out Forms and Following Directions. Klasky, Charles and Burbott, Matthew. Carson, California. 1978.

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Who Does What in Washington ... and Why? Slater, Barbara. Carson, California. 1988.

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95 Church Street
White Plains, NY 10601-1505 (914) 993-5000

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On Your Way: Building Basic Skills in English. Anger, L., Fuchs, M., Pavlik, C., Segal, M. White Plains, New York. 1987.

MEDIA MATERIALS, INC.
2936 Remington Avenue
Baltimore, MD 21211 (800) 638-1010

Competency Achievement Packets (CAPs). Baltimore, Maryland. 1985.

The Citizen. (Series of 7 titles)
- Constitutional Rights
- The Judicial System
- Respect for the Law
- Responsibilities of Citizenship
- Social Legislation and Taxes

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United States Government
Voting

The Consumer. (Series of 11 titles)
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Checking Accounts
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The Home and Family Member. (Series of 8 titles)
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Legal Services
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Responsibilities of Parenthood

The Worker. (Series of 8 titles)
Applying for a Job
Equal Employment Opportunity
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Working with Others
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Job Performance
You and Your Career
Sources of Job Information

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13900 Prospect Road
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4255 Touhy Avenue
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P.O. Box 427
Syracuse, NY 13210 (800) 448-8878

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NEW YORK STATE EDUCATION DEPARTMENT
IRCA Program
Bureau of Adult and Continuing Education
Room 1607
1 Commerce Plaza
Albany, NY 12234

Guide to Teaching ESL and Amnesty Preparation Classes. This is a twelve-part series of resource packets which combine multi-level ESL instruction with history and government components. The series is designed to assist instructors who are working with amnesty-eligible student populations in single and multi-level classroom.

OXFORD UNIVERSITY PRESS
200 Madison Avenue
New York, NY 10016 (212) 679-7300

The New Oxford Picture Dictionary Vocabulary Development Program. Series

The New Oxford Picture Dictionary. Parnwell, E.C.. New York, New York. 1988.
Bilingual Editions available in English/Spanish, English/Japanese, English/Chinese, English/Vietnamese, English/Cambodian, English/Korean and English/Navajo.

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4255 West Touhy Avenue
Lincolnwood, IL 60646-1975. (312) 679-5500

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PERFECTION FORM COMPANY
1000 N. Second Avenue
Logan, IA 51546 (800) 831-4190; Iowa (800) 432-5831;
Hawaii and Alaska (712) 644-2831

Coping 5: The Law and Human Rights. Logan, Iowa. 1981.

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CAMBRIDGE ADULT EDUCATION
4700 S. 5400 W.
Salt Lake City, UT 84118 (800) 255-7162

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Getting Started. Merriman, Mark S. and Plimpton, Jack H. New York, New York. 1982.

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Money Know-How. Meltzer, Marilyn. New York, New York. 1987.
Worker Rights Know-How. Meltzer, Marilyn. New York, New York. 1986.

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ExpressWays - Books 1 and 2. Molinsky, Steven J. and Bliss, Bill. Englewood Cliffs, New Jersey. 1988.

Just Around the Corner: A Competency-Based Series for Adults. Series of 4 titles:

Series I: Consumer Education. Weiser, Marjorie P.K., Project Editor. New York, New York. 1985.

Series II: Jobs and Employment Opportunities. Weiser, Marjorie P.K., Project Editor. New York, New York. 1985.

Series III: Health, Safety and Well-Being. Weiser, Margaret P.K., Project Editor. New York, New York. 1985.

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User's Guide available which covers entire series.

Messages, Invitations and Letters. Pasley, Sally Grimes and Williams, Dee Koppel. New York, New York. 1987.

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Using the Newspaper. Pasley, Sally Grimes and Williams, Dee Koppel. New York, New York. 1987.

QUERCUS
A Division of Globe Book Company, Inc.
190 Sylvan Avenue
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Quercus American History Program. Series of five titles plus activity book:

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FRANK E. RICHARDS PUBLISHING COMPANY
P.O. Box 66
Phoenix, NY 13135 (315) 695-7261

An American Family. A Basic Reader-Workbook Mitchell, Dr. Eva C. Phoenix, New York. 1986.

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SCOTT, FORESMAN AND COMPANY
Lifelong Learning Division
1900 East Lake Avenue
Glenview, IL 60025 (800) 323-5482 Illinois (800) 323-9501

English for a Changing World. Books 1-6. New Edition. Banks, Caroline, Briggs, Sandra, Huizenga, Jann, Peterson, Constance, and Veramendi, Judy. Glenview, Illinois. 1984. Each level contains student text, workbook and cue book.

STECK-VAUGHN COMPANY
807 Brazos
P.O. Box 2028
Austin, TX 78768 (800) 252-9317

It's Your Money. Books 1 and 2. Feinstein, Lloyd L. and Maley, Charles H. Austin, Texas. 1973.

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Living in America Series. Revised. Series of 4 Titles.

America's Early Years. Rakes, Thomas A. and DeCapico, Annie. Austin, Texas. 1985.

Democracy in Action. Rakes, Thomas A. and DeCapico, Annie. Austin, Texas. 1985.

Twentieth Century America. Rakes, Thomas A. and DeCapico, Annie. Austin, Texas. 1985.

Real Life English. Books 1-4. Jolly, Julia and Robinson, Lynne. Austin, Texas. 1988. Workbook and Teacher's Edition available. A pre-literacy workbook authored by Dianne Pun-Kay is also available.

Steps to U.S. Citizenship. Flynn, Eleanor G. Austin, Texas. 1989.

U.S. DEPARTMENT OF COMMERCE
Bureau of the Census
Census Awareness and Products
Mr. John Reader, Regional Director
Bureau of the Census
11777 San Vicente Blvd., Room 810
Los Angeles, CA 90049-5076

U.S. DEPARTMENT OF JUSTICE
Immigration and Naturalization Service
Superintendent of Documents
U.S. Government Printing Office
Washington, D.C. 20402

These materials are also available at the:

U.S. Government Bookstore
505 South Flower Street
Los Angeles, CA 90071 (213) 894-5841

Federal Textbook Series:

A Reference Manual for Citizenship Instructors. M-286. Washington D.C. 1987.

Citizenship Education and Naturalization Information. M-287. Washington D.C. 1987.

United States History - 1600 - 1987. Level I. M-289. Washington D.C. 1987.

United States History - 1600 - 1987. Level II. M-288. Washington D.C. 1987.

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U.S. Government Structure. Level I. M-291. Washington D.C. 1987.

U.S. Government Structure. Level II. M-290. Washington D.C. 1987.

Maps and Posters accompany this series.

The Path to Permanent Residence. *Also available in Spanish.* (no city or year available).

WILLOWISP PRESS, INC.
401 East Wilson Bridge Road
Worthington, OH 43085 (614) 431-2203

40 Presidents: Fact and Fun. Bumann, Joan and Patterson, John. Worthington, Ohio. 1981.

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ARLINGTON COMMUNITY TELEVISION
3401 N. Fairfax Drive, Suite 300
Arlington, VA 22201

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- Communicating Survival Preview Tape

ENGLISH LANGUAGE THROUGH VIDEO
P.O. Box 5035
Los Alamitos, CA 90721

Stage One: The Natural Approach to Speaking English. (Video) Hollingsworth, Peggy. Los Alamitos, California (no date).

METRO-DADE CENTER
Department of Community Affairs
Division of Latin Affairs, Suite 665
111 N.W. 1st Street
Miami, FL 33128-1966

Ciudadano U.S.A. 1985-86 Series (Video and Script).

MONTEVIDEO PRODUCTIONS SYSTEMS
5460 White Oak Avenue
Encino, CA 91316

Spanish Literacy Video Program for Adults. This is a series of fourteen one-hour video courses enabling non-literate Spanish speaking students to develop literacy skills in their native language. It includes student workbooks and an instruction manual.

OFFICE OF THE MAYOR, LOS ANGELES
City Hall
200 North Spring St.
Los Angeles, Ca 90012

Opportunity USA. (60 video lessons) We the People of L.A. Los Angeles, California. 1988.

VIDEO LANGUAGE PRODUCTS
P.O. Box 30675
Los Angeles, CA 90030

In English. (Video.) Bourell, George. Los Angeles, California. (no date)

SECTION E

Teacher Training Resources

TEACHER TRAINING RESOURCES

CITY UNIVERSITY OF NEW YORK
Office of Academic Affairs
535 East 80th Street
New York, NY 10021

Teacher to Teacher. This is a twelve-part video teacher-training series which presents effective approaches to teaching Adult Basic Education and English As a Second Language.

COMPREHENSIVE ADULT STUDENT ASSESSMENT SYSTEM (CASAS)
IRCA Teleconference/CASAS
2725 Congress Street, Suite 1-M
San Diego, CA 92110

This staff development series consists of eight separate videos designed to assist ESL Amnesty instructors in areas ranging from information about current INS Regulations to using a competency-based approach to curriculum development, lesson planning and teaching. The series also assists instructors in how to teach Amnesty ESL at the Literacy and Beginning levels, and Amnesty Citizenship/Civics classes. There is a price differential for orders placed out of California.

ESL TEACHER INSTITUTE
K. Lynn Savage, Director
c/o ACSA
1575 Old Bayshore Highway
Burlingame, CA 94010

The ESL Teacher Institute offers a skill-based training program for teachers who are new to teaching ESL at the adult level as well as for experienced teachers who want a refresher course, especially as a context for peer coaching. The training components are divided into the categories of competency-based classroom management, and ESL techniques.

IMMIGRANT LEGAL RESOURCE CENTER
1395 Bay Road
East Palo Alto, CA 94303

Urgent Care for ESL/CivicsTeachers. Lesson Book. Lesson Plans for Fostering Cooperative Interaction Among Amnesty Students. Stanford University School of Education. 1989.

This handbook contains 8 sets of lesson plans which foster cooperative group work activities and include such topics as immigration history, identifying community resources, the Bill of Rights, and using classified ads. The handbook contains detailed lesson plans, handout masters and a complete set of slides for all lessons.

IMMIGRATION REFORM LANGUAGE ISSUES NETWORK (IRLI NET)
Long Beach, CA (213) 985-4680

Don't Teach the Book. Teach the Students! Preparing Students for Legalization. Curriculum Guidelines Regarding Program Design, Course Components and Instructional Strategies. Wrigley, Heide Spruck. Long Beach, California. 1988.

IRCA PROGRAM
NEW YORK STATE EDUCATION DEPARTMENT
Bureau of Adult and Continuing Education
Room 1607
1 Commerce Plaza
Albany, NY 12234

Guide to Teaching ESL and Amnesty. Developed by City University of New York, Office of Academic Affairs. 1989.

This series of twelve resource packets combines multi-level ESL instruction with history and government components.

U.S. CATHOLIC CONFERENCE
Migration and Refugee Services/Legalization
3241 4th Street N.E.
Washington, DC 20017-1194

This teacher training video begins with an overview of Phase II legalization requirements and is followed by a discussion of adult learning theory, learning styles and the importance of student centered classses and relevant instruction. The video contains a teaching demonstration of four different classes at four different levels. The techniques used include maps, cooperative learning, video instruction and language experience stories. It concludes with an overview of the Educational Testing Service (ETS) 312 Test by an ETS representative. Cost: $15.00

SECTION F

CASAS Scale Scores

ESL Levels A, B, and C

ERIC Clearinghouse for
Junior Colleges OCT 0 6 1989

CASAS Scores	**Level**	**Possible Program Placement**	**Description**
165-180	A - 1	ESL Pre-Literate Orientation	Functions minimally if at all in English. Minimal, if any, ability to read.
181-190	A - 2	ESL Beginning	Functions in a very limited way in situations related to immediate needs. Can read and interpret simplified forms that include name, address, telephone number and dates; can read very simple signs.
191-200	A - 3	ESL Beginning	Functions with some difficulty in situations related to immediate needs. Can read material at the lowest level in the *Of the People* [1] series on U.S. Government and History with adaptation and assistance.
201-208	B - 4	ESL Intermediate	Can satisfy basic survival needs and a few very routine social demands. Can read the *Of the People* series on U.S. Government and History with some assistance.
209-215	B - 5	ESL Intermediate	Can satisfy basic survival needs and some limited social demands. Can read the *Of the People* series on U.S. Government and History
216-224	C - 6	Citizenship/Civics (ESL Advanced)	Can satisfy most survival needs and limited social demands. Can read the *Simplified Edition* of the *Federal Textbook on Citizenship.*[2]
225+	C - 7	Citizenship/Civics (ESL Advanced)	Can satisfy survival needs and routine work and social demands.
	C - 8	Citizenship/Civics	Can participate effectively in social and familiar work situations.
	C - 7/8		Can read the *Simplified Edition* of the *Federal Textbook on Citizenship* or any materials on U.S. Government, History or Citizenship written at the high school level.

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[1] *Of the People* Center for Applied Linguistics, INS, U.S. Government Printing Office, Washington, D.C., 1988.
[2] *Simplified Edition* of the *Federal Textbook on Citizenship*, INS, U.S. Government Printing Office, Washington, D.C., 1987.